

myURHR

Your Modern HR Workspace



myURHR Workday and UKG Live December 16, 2024

We have more time to prepare for myURHR. In case you haven't heard, the University of Rochester is moving the myURHR go-live date to Monday, December 16, 2024. There are many [reasons behind the extension](#), with the largest being that moving to a December go-live allows for better overall readiness.

This means increased time for Strong Staffing employees to complete training in [MyPath](#) while accommodating your schedules. For questions related to myURHR training curriculum assignments, please reach out to your department's Strong Staffing recruiter.

myURHR August and September Highlights for Strong Staffing

- Did you know the bi-weekly paper timecard process will retire when myURHR UKG is live?
 - Strong Staffing employees will enter time worked in myURHR UKG or by using the time clock. (Departments will provide guidance on the preferred method for submitting time.)
 - **Strong Staffing employees working at Highland Hospital will continue to submit paper, approved timecards even after the myURHR go-live.**
- Get a first look below at the **new time clock features** coming with myURHR. *Special instructions will be provided on how to enter hours worked the weekend leading up to go-live.*
 - The time clocks will have new buttons, including "In Punch" and "Out Punch".
 - Employees will enter time worked by "touching" the appropriate button, then "swiping" their ID badge.

COMING SOON

UKG

Fri Apr-12-24 1:32 PM

In Punch



Call In



In Punch
Multiple Job



Call In While On
Call



Out Punch



IUOE Call In Early



Out Punch No
Full Meal



IUOE Call In
While On Prem



Reminders

- **myURHR, which is powered by Workday and UKG, will replace HRMS.**
 - myURHR Workday is for your HR-related task and actions, such as updating personal information and benefits.
 - myURHR UKG is for timekeeping functions, such as entering time worked and submitting time off requests.
- **Beginning at go-live, Strong Staffing employees can request the use of sick time in UKG.**
 - A request for UR SICK by a Strong Staffing employee will be reviewed by the Strong Staffing recruiter before the department is notified.
 - Accrued sick time can be used for medical-related reasons.
 - Strong Staffing employees will receive holiday pay only for holidays they worked. (Holiday pay is not provided unless an employee works on an approved holiday.)

Thanks,

Strong Staffing Team

Resources

- Visit the Strong Staffing website for FAQs, plus additional instructions and reminders as we prepare for myURHR.
- Email the Strong Staffing team via SStaffTimecards@hr.Rochester.edu.
- Check out the [myURHR webpages](#) for Fast Facts videos, new glossary terms, latest updates, and more!