Where are the Kronos WFR training materials located?

Tell Me

**New UI**

1. Log into Kronos WFR (existing users only).
2. Training and reference materials specific to UNC Charlotte:
   
   a. Click My Info.
   b. Click My Company.
   c. Click Documents.
   d. Materials are organized by type (i.e., Guides, HR Policy, Other, etc.).
3. General Kronos training materials:
   
   a. Click My Info.
   b. Click My Company.
   c. Click My Learning.
   d. Select the type - i.e., Employee, Manager, etc.
   e. Materials are organized by major topics (i.e., Navigation, General Tasks, and Working with Reports, etc).

**Classic View**

1. Log into Kronos WFR (existing users only).
2. Training and reference materials specific to UNC Charlotte:
   
   a. Click Our Company.
   b. Click Documents.
3. General Kronos training materials:
   
   a. Click My Account.
   b. Click My Learning.
   c. Materials are organized by major topics (e.g., Access and Navigation, My Account, and My Reports).

**Tip**

UNC Charlotte documents with this icon are available for downloading.

**Related FAQs**

- Where are the Kronos WFR training materials located?
- Can I modify my dashboard and login screen in Kronos WFR?
- Who should use Kronos WFR?
- Who is required to clock in and clock out of Kronos WFR?
- How will I know when Kronos WFR timesheets are due to Payroll?