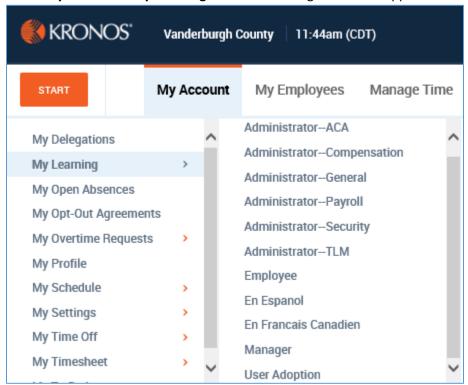
## Kronos WFR new My Learning menu effective 8/21/17:

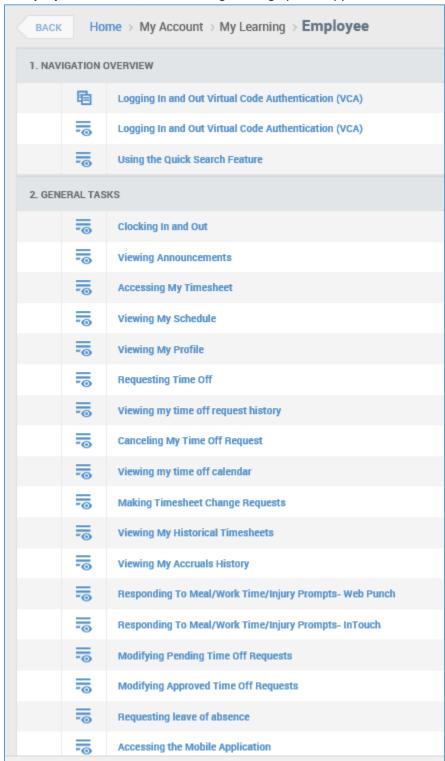
Easier way to access the Kronos WFR training content in My Learning:

1. Select My Account > My Learning and the following menu now appears:



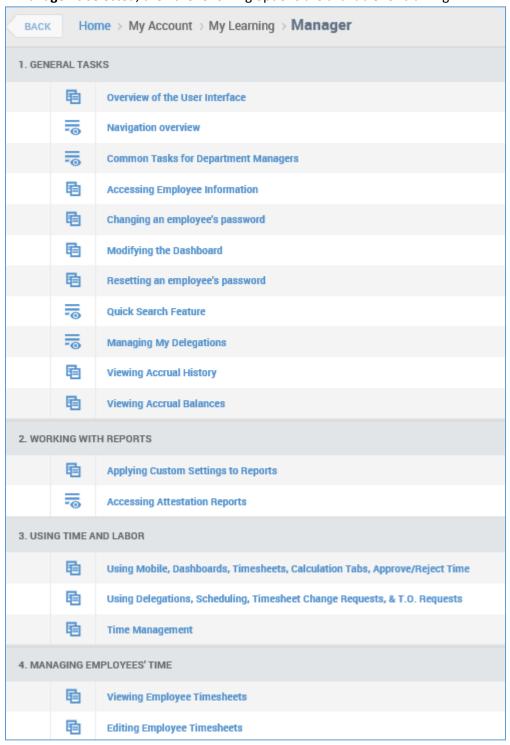
2. Select the category that best reflects your role as a WFR user such as Employee, Manager, or Administrator and you will see content specific to your level. All content is filtered to the specific modules that Vanderburgh County is currently using in Kronos WFR and will be updated with new content on a monthly basis.

3. If **Employee** is selected, the following training options appear:

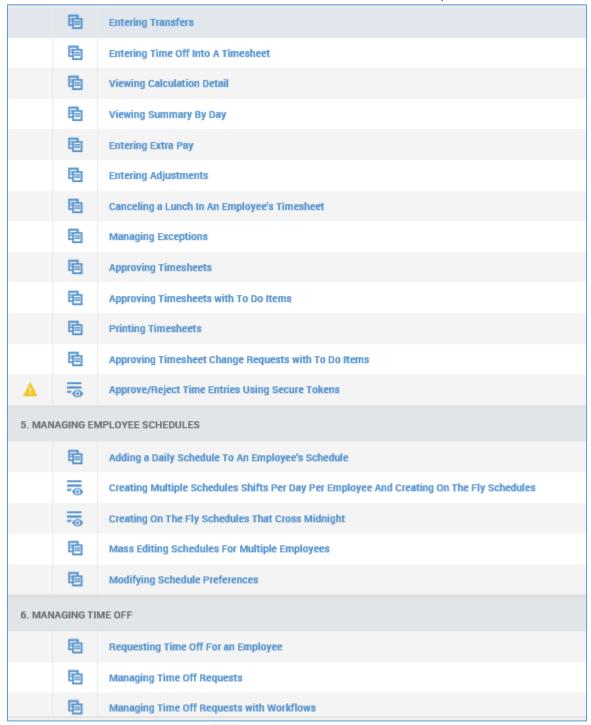


Keep in mind that your department may not be utilizing some of the features listed above.

4. If **Manager** is selected, then the following options are available for training:



Be sure and scroll down to the bottom of the screen to see all available options:



Notice that the areas flagged with



denotes a new or updated topic.

5. Selecting General Administration will show the following topics:

