

# KRONOS Training

## COURSE CONTENT

### GET IN TOUCH



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## About Multisoft

Train yourself with the best and develop valuable in-demand skills with Multisoft Systems. A leading certification training provider, Multisoft collaborates with top technologies to bring world-class one-on-one and certification trainings. With the goal to empower professionals and business across the globe, we offer more than 1500 training courses, which are delivered by Multisoft's global subject matter experts. We offer tailored corporate training; project Based Training, comprehensive learning solution with lifetime e-learning access, after training support and globally recognized training certificates.

## About Course

Multisoft Systems offers a comprehensive KRONOS Certification Training designed for professionals aiming to master workforce management solutions. This program provides in-depth knowledge of KRONOS, a leading suite for managing employee schedules, timekeeping, attendance, and labor analytics.

## Topics

- ✓ Accessing the System
- ✓ Accessing Employee Timecards
- ✓ Timecard Layout
- ✓ Timecard Edits
- ✓ Reconciling Timecards
- ✓ Payroll Calendar and Sign Off Policy
- ✓ Pay Period Close (Approval & Sign Off)
- ✓ KRONOS Support Handout