

HRWORKS

From: HRWORKS
Sent: Tuesday, January 2, 2024 3:04 PM
To: Pace Staff; Pace Faculty
Subject: UKG Ready is Live!

Dear Colleagues,

We are excited to announce the following modules are now live within [UKG Ready](#):

1. **Time (replacing Kronos)**
2. **Employee and Manager Self-Service Dashboards**
3. **HR Actions and Benefits**
4. **Recruitment and Onboarding (live since August 1, 2023)**

The Kronos system is open through the end of today, January 2, to allow users to record and approve time worked during the December 16-31 pay period. Please note, Kronos accrual balances (i.e., vacation and/or sick time) will be migrated to the UKG Ready platform by Monday, January 8, 2024.

To further assist employees with this transition:

- Virtual instructor-led training sessions on Timekeeping and HR Actions (Payment Action, Separation, Employee Self-Service) will be held throughout January. Virtual office hours/drop-in sessions will also be available. Please [register here](#) to attend one of these sessions.
- Online training videos and user guides providing an overview of the UKG Ready system, including navigation, will be available on the "Training Library" tab of the UKG dashboard.
- Download the UKG Ready app to quickly access the modules listed above from your mobile device. [Please view the instructions on how to download the app.](#)

Detailed information about what's changing, and the timeline is available on the dedicated [HR Works for You! Project Updates](#) webpage.

Write to HRWorks@pace.edu to share your questions or provide feedback.

Sincerely,

HR Works Project Team