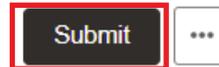




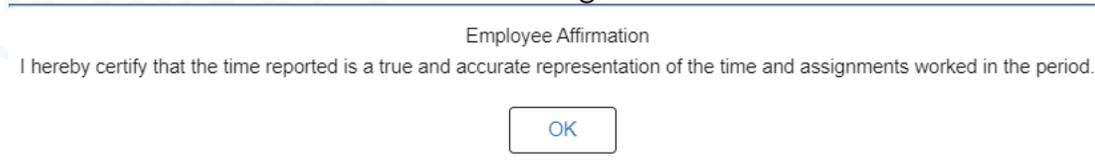
#### Step 4

After entering all the time details, click the Submit button.



#### Step 5

Click the OK button to confirm the message.



The employee's hours have been submitted to the supervisor for approval.