What do I do when I receive a message that there are pending requests while trying to approve an employee's timesheet in Kronos WFR?

Tell Me

1. Select Cancel on the message.
2. Go to Manage Time > Manage Timesheets > Pending Timesheet Change Requests to review, approve, reject, or modify Timesheet Change Requests Pending Approval.
3. Go to Manage Time > Time Off Requests > Pending Approval to review and approve, reject, or modify Time Off Requests Awaiting My Approval.
4. Go back to the timesheet to complete the review and approve the timesheet. Reference this FAQ.

Related Articles

- Why is a lunch punch that is less than 30 minutes considered a paid lunch in Kronos WFR?
- How do I override my automatic lunch deduction in Kronos WFR?
- How do I request advance leave in Kronos WFR?
- How do I conduct a negative leave-balance review in Kronos WFR?
- How does the supervisor verify and approve advance leave in Kronos WFR?