

What's on Web Kiosk?

Information for Managers

Menu Group	1 st Level Menus	Sub-Menus	What You'll Find
My Team	Team Details	Team Calendar	Access team and individual employment information
		Team Appointment Summary	
		Team Birthdays	
		Organisation Chart	
		Work Functions & CSU Disciplines	
		Team Length of Service	
		Team Appointments	
		Team Fields of Research	
	Management	Probations	Manage probation, increments and reminders
		Increments	
		Casual Extensions & Adjunct Renewals	
		Manager Email Prompts	
	Leave	Team Leave Calendar	Access details about team leave bookings and balances
Team Leave Balances			
Team Leave Bookings			
Training	Team Review Calendar	Manage performance reviews, training and development for individuals and the team	
	Team Training and Development		
	Training and Development Needs		
My Approvals	Approvals	Approve Requests	Manage approval requests and delegations
		Approval History	
		Approval Delegation	
My Administration	Recruitment	Monitor Vacancies	View and manage details of advertised positions and applications when you are involved in interview panels
		Applicant Search	
	Timesheets	Bulk General Timesheet	Manage bulk timesheet entries
		Bulk Academic Timesheet	
		Bulk Timesheet History	
		Timesheet Unit Check Snapshot	
	Discoverer Reports	Launch Discoverer	Access Oracle Discoverer reporting tool
User Panel	My Details	My Details	Manage the context in which you are viewing Web Kiosk – view selected jobs or a team members occupancy details
		Team View	
		Act as Team Member	
		Expand Columns	
	My Favourites	My Favourites	Customise quick link favourites to commonly used pages