

Registro de Tiempo Trabajado “Time Clock Plus” (TCP)

1. Vaya a <https://aar.is.colostate.edu/> y haga clic en TimeClock Plus en la columna de la derecha:

Administrative Applications and Resources

Home Reporting Research



Welcome to AAR

AAR is designed to provide links to the administrative applications supported by the Information Systems Department.

All available applications are accessed using the region on the right side of the page (side menu). Click the pointer next to each section to reveal additional choices. The categories at the top of the page are to provide access to additional resources.

The "Help Request or Feedback" link under the Support submenu can be used to communicate questions, suggestions or issues regarding the administrative applications supported by Information Systems in addition to any general Information Systems related questions, suggestions or issues. The Help Desk is monitored from 7:00 - 16:30 Mon-Fri by phone at 970-491-1375 or email at is_support_scheduling@mail.colostate.edu. We welcome your comments.

You may access the AAR page from the CSU A-Z Web Directory. To create AAR as a Favorite (Bookmark) for access from on campus, use this page.

When accessing the AAR web page from off campus, please use the URL <https://secure.colostate.edu> and select the AAR menu item.

► Application Systems

Conflict of Interest (COI)

Effort Reporting (ecrt)

Electronic Forms

HR System

Kuali Financial System (KFS)

Kuali Research (KR)

TimeClock Plus

TimeClock Plus - Manager

▼ Non-production Applications

Non-production Applications

▼ Resources

2. Ingrese con su identificación de empleado “CSU EID” y su contraseña.
3. Haga clic en CLOCK IN en la parte superior izquierda:



MY DASHBOARD

4. Al tomar su descanso, haga clic en LEAVE ON BREAK.
5. Al regresar de su descanso, haga clic en RETURN FROM BREAK. Note que el tiempo desde que inicia el descanso hasta el momento en que termina el descanso no son horas pagadas.
6. Al terminar el trabajo del día, haga clic en CLOCK OUT.