In Workforce Central Navigator Framework, you can track and review timecard details in paper form. Simply print your timecard to have access to the paper version of the data.

In this job aid, you will learn how to print your timecard.

**Printing your timecard**

1. Access [https://kronos.ecu.edu](https://kronos.ecu.edu) log on page.

2. Log on using your Pirate ID and Passphrase

3. Access the My Timecard widget.

   **Note**
   Your timecard should already be visible by default after you log on. If it is not, you can select it from the Related Items pane on the right.

4. Click the Print Timecard button.

5. Select **Print** from your web browser.

For further assistance or additional information please visit [http://www.ecu.edu/cs-admin/HumanResources/Kronos.cfm](http://www.ecu.edu/cs-admin/HumanResources/Kronos.cfm)

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