



**designate\_wjemp sup**



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This setting serves two purposes, it determines the WorkJournal (and Leave Request) approval path for the employee and allows the supervisor to access the Supervisor menu in EmployeePortal.

[Payroll > Tables > EmployeePortal Supervisors > Employee/Supervisor](#)

Tables > EmployeePortal Supervisors Payroll

Save Year: C Frequency: 6

**EMPLOYEE/SUPERVISOR**

Start Employee Name:  Retrieve Print Upload File

Supervisor Name:

Delete	Employee Number	Last Name	Gen	First Name	Middle Name	Supervisor Number	Last Name	Gen	First Name	Middle Name	User ID
	000624	E		S		000618	PRESLEY		ELVIS		TESTUSER

First 1 / 1 Last Add