

# Signature Page

- After completing the Time Study, click the signature page for your electronic signature stating you certify that the activities coded during this time study period accurately reflect your activities performed.
- The software will not allow you to submit your final time study unless there is a signature.
  - ▣ Once signed, a notification will appear at the bottom of your screen including the date the time study was signed (shown below).



## Activity Log Status

*Each day must have at least 12 hours of logs to be marked as complete.*

Day 1: COMPLETE

Day 2: COMPLETE

Day 3: COMPLETE

Day 4: COMPLETE

Day 5: COMPLETE

Day 6: COMPLETE

Day 7: COMPLETE

Signature Added 2019-11-05

