

UKG Dimensions

User login statistics (28 Sept – 18 Oct)

- 12,431 users have accessed UKG Dimensions
- 2,030 managers
- 10,401 employees

UKG Dimensions – First Pay runs

- First N Pay Run: 10 – 23 Oct
- First H Pay Run: 17 – 30 Oct

All leave requests, timecard and schedule updates should now be done in UKG Dimensions

Known issues that are being worked on

- Some employees can't see approved leave in their calendars, even though the manager can see it in the schedule. This only impacts some leave that was copied over from Kronos.
- Daily staffing sheet report format is not adequate, and we're looking to rollout a new version asap.
- Some employees aren't being able to request shifts on specific days.

UKG Dimensions

FAQs

- Punches from the devices/clocks are coming straight through to Dimensions.
- ShiftMatch shifts are coming across to Dimensions, 5 minutes after the shift start time.
- Leave that was approved in Kronos but isn't in Dimensions needs to be resubmitted.
- If you're receiving too many notifications (leave and scheduling), please email us and we can turn them off.
- To receive leave notifications, the manager needs to be the reports to manager in UKG Dimensions. Managers have access to update this under menu option maintenance/people/information. There is also a quick reference guide on the Knowledge Hub.
- Daily approvals and pay period end genies can be found under **Dataviews** and Reports.
- To ensure employees are paid, for these first few pay runs we will be signing off any unapproved timecards on behalf of managers.

Where to go for support?

UKG Dimensions Knowledge Hub

Call: 03 8572 5639 (8am–6pm Mon-Fri)

Email: UKGDimensions@monashhealth.org

Q&A Sessions

- Go to the Training and Events Calendar on the Knowledge Hub for Q&A sessions
- We're running two sessions per week