The new year is bringing significant changes to employee self-service as part of the launch of the human resources/payroll component of our new Enterprise Resource Planning (ERP) system.

The change brings a number of benefits, some immediately obvious and others that will be realized in the future when self-service is integrated with other new systems still in development. Perhaps the first change you will notice is that self-service is now available 24/7 (as opposed to 7 a.m. to 7 p.m., as the legacy system was), making it possible to change addresses, update tax withholding exemptions, change the bank or account number for direct deposits, and update emergency contacts at any time. In addition, the new system sends automatic notices of payroll direct deposits to employee e-mail accounts.

The new self-service system can be accessed at http://my.bsu.edu.

You can learn more about the system on the Payroll and Employee Benefits website. If you supervise student workers, please share this information with them as well.

ACCESSING KRONOS LEGACY:

- The legacy instance of Kronos can be accessed via http://kronos5web3/legacy/portal

- This is view only and is available for historical reporting.

- No changes were made to the legacy instance of Kronos so all reporting will use the old codes and account numbers from the SCT system.