

## **KRONOS Online Training**

Some interactive training has been created for Kronos Employees to help you learn how to use the new version of Kronos. Please use the following steps to review this training:

1. **Login to Route Y**
2. Select the **Work** menu
3. Select **Employee Training** (takes a moment to populate)
4. Select **Course Catalog** (see menu on left)
5. Select **Financial Services Training**
6. **Register**
7. Select **My Courses** (see menu on left)
8. Select **Financial Services Training**
9. Select **Kronos** (go to bottom of screen)
10. Select **Kronos Employee Training**

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