ERS Notifications

Introduction

Welcome to the ERS Notifications module. In this module you will learn about ERS notifications and events that will trigger notifications.

ERS Notifications

ERS notifies users for a number of reasons, including when Effort Reports are available to view, review, edit, comment and certify. Notifications are simply an aide to let users know when the reports are ready and available to them.

What are Notifications?

Notifications and reminders are e-mail messages that are automatically generated by ERS and delivered to ERS users using standard e-mail transport services.

There are two types of notifications

Generic notifications are used to provide information concerning a group of effort reports.

Specific notifications are used to notify ERS Coordinators or individual users regarding a specific Effort Report.

Notification Events

Notifications are issued for the following events:

- Normal report period initiation

- Reminder: report certification due (Coordinators)

- Report reissued due to late arriving pay or payroll adjustments

- Report modified when in multi-line certification mode to
- decertify previously certified lines

- Reminder: report certification due (PI's for their projects)

Conclusion

This concludes the ERS Notifications module. In this module you learned about:

- Notifications

- Generic and specific notifications

- Events that trigger notifications