Effort Commitment Screens - by Project

Accessed from the main menu, these screens provide detailed information on commitments and actual effort certified on a project for all personnel committed and/or paid on a project. Remember: commitments are only recorded for Key Personnel. Any questions? Please contact Kristin Winot, Effort Reporting Specialist, at 860-486-5067 or kristin.winot@uconn.edu.

What do I use this for?

**By Project Period:**
- Overview of effort documented towards project for all periods for all personnel. Were the commitments met?
- Upcoming commitments by period for Key Personnel.

**Detailed Commitments Information (for Key Personnel only):**
- Are the commitments correct and up to date?
- Review Cost Shared vs. Paid Commitments

![Diagram of Effort Commitment Screens]

From the search results, clicking on the “book” will bring you to Commitments by Report Period.

From the search results, clicking on the “hand” will bring you to Detailed Commitments.
Effort Commitment Screens - by Person

Accessed from the main menu, these screens provide detailed information on commitments for an individual and effort certified on all projects the person was committed and/or paid on. Remember: commitments are only recorded for Key Personnel. Any questions? Please contact Kristin Winot, Effort Reporting Specialist, at 860-486-5067 or kristin.winot@uconn.edu.

From the search results, clicking on the “book” will bring you to Commitments by Report Period.

What do I use this for?

By Project Period:
- Overview of effort documented towards all projects for personnel. Were the commitments met?
- Upcoming commitments by period for Key Personnel. Useful for checking Payroll Authorizations.
- Shows commitments for future periods...is there time available for another project?

Detailed Commitments Information (for Key Personnel only):
- Review Cost Shared vs. Paid Commitments

From the search results, clicking on the “hand” will bring you to Detailed Commitments.