Access Denied error for time sheet entry, ZHRI TIMESHEET Overview

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Question

I am getting an Access Denied error when I try to access the time sheet entry screen. I can see my own username in the error message, and the transaction code is ZHRI_TIMESHEET. What does this mean?

```
Service Name: ZHR_TIMESHEET
Service Description: Time Sheet Entry
Transaction Code: ZHRI_TIMESHEET
User Name: <USERNAME>
```

Answer

This error message can indicate a number of things. If you are seeing your own username, it indicates that your MIT personal certificate is working properly. Any of the following situations may cause this error message:

- Employment position not yet entered into the system, see: Access denied error for time sheet entry, employment position not yet entered in system
- Student whose employment position recently ended, but student still needs to be paid for hours worked, see: Access denied error for time sheet entry - hourly position has closed or I have graduated or withdrawn as a student
- Check that the Access Denied error message contains ZHRI_TIMESHEET. For ZHR_HTIMEADMIN, see: ZHR_HTIMEADMIN, ZHR_TS_HISTADMIN, Access Denied error message
- Worker recently became a graduate student, see: Access Denied Error for time sheet entry, worker recently became a graduate student

For Helpdesk Consultants

For troubleshooting instructions and escalation template, see: Access Denied for Timesheet entry, HD troubleshooting steps