

# Kronos

To access the Kronos website, go to: <https://www.kronos.cornell.edu>

Official About Kronos webpage: <http://www.dfa.cornell.edu/payrollservices/services/kronos/>

## KRONOS User... Do You Really Need Java?

Below is a link to a handy little flow chart to help walk you through getting to the version of Kronos that is right for you, and the right version of Java, if you need it.

- Do You Need Java Installed? Follow this flowchart and find out!  
[Kronos-Java Flow Chart -updated 9-18-2012.pdf](#)

## Java Download

Update 9/2012: The latest version of Java that works with Kronos is Java 6u35

Download it here:

<http://bit.ly/java6u35>

(Please Note: One file is for 32-bit Windows and one is for 64-bit Windows.. Not sure which version of Windows you have? [Click here for instructions.](#))

## Disable Java Updates

You can disable Java Updates so you don't accidentally update to a Java version that doesn't work with Kronos.

How-To disable Java automatic updates: <http://screencast.com/t/H1gAd6PRTj>

Please Note:

- This will only work with a Windows machine, Apple controls the updates to Java.
- If you don't see the update tab, make sure you are updated to version 6-31.
- After you uncheck the "Check for updates automatically" button and hit apply and ok, go back in and make sure that the box is still unchecked. If it's back to being checked, then do this:
  - Open Windows Explorer and go to: C:\Program Files\Java\jre6\bin
  - Then scroll down till you see: **javacpl.exe**
  - Right click on it, and click Properties.
  - Click on the Compatibility Tab.
  - Check the Run this Program as an Administrator.
  - Click Apply, then click Ok.
  - Now you can go back to the Control Panel and any changes you make in the Java should stick.

## Create a shortcut to Kronos on your desktop

How-to video:

<http://screencast.com/t/5uAUGCg67lcA>

*(the first step is to right click on your desktop)*

## Kronos Helpful Resources

- Learn to use Kronos: <http://www.dfa.cornell.edu/payrollservices/services/kronos/howtoguides/index.cfm>
- Kronos FAQs: <http://www.dfa.cornell.edu/payrollservices/services/kronos/faq.cfm>
- Useful PowerPoint about moving from COLTS to Kronos - Staff.pptx

## Kronos Basic (HTML) Help

- Nonexempt employees: <http://www.dfa.cornell.edu/dfa/cms/payrollservices/services/kronos/howtoguides/nonexempt/html/>
- Supervisors: <http://www.dfa.cornell.edu/dfa/cms/payrollservices/services/kronos/howtoguides/supervisors/html/>
- Students: <http://www.dfa.cornell.edu/dfa/cms/payrollservices/services/kronos/howtoguides/students/html/>

You can also download Quick Reference Guides for Kronos Basic (HTML) and the User Manual:

<http://www.dfa.cornell.edu/dfa/cms/payrollservices/services/kronos/howtoguides/>

## Supervisor and Pay Rep Training

Hands-on "Introduction to Kronos Basic (HTML)" training for supervisors and pay reps is also being offered. The next two sessions are June 4 and June 21. To register:

<http://cornell.veplan.net/Education/course.aspx?sched=1&c=9235>