SJSU Research Foundation Timecard & PI Online Dashboard

Employee Online / Timecard Online

For Research Foundation employee timecard submissions, W2 info, digital paystubs, and more.

Login: https://sjs-online-prod.aspgov.com/Finance/Edge

If you are unable to login, please email the SJSU Research Foundation IT group for assistance: fdn-it-group@sjsu.edu

PI Online Dashboard / Timecard Approvals

This applies to you if you are a PI and/or you approve timecards for Research Foundation employees.

1. Disconnect from any VPNs you are currently connected to, including MLML's Junos Pulse/Pulse Secure VPN.
2. Login to the SJSU VPN.
    1. ***IMPORTANT:*** *You must select the "Foundation" Group from the Group dropdown list to access the PI Online Dashboard. "Staff_Faculty" may not work.*
3. Login to the PI Online Dashboard: https://sjs-job-prod.sjscloud.aspgov.com/Production/
4. Disconnect from the SJSU VPN when you are finished.

- Login troubleshooting
    - SJSU VPN
        - Submit a ticket via SJSU's iSupport site: https://isupport.sjsu.edu
    - PI Online Dashboard
        - Please email the SJSU Research Foundation IT group for assistance: fdn-it-group@sjsu.edu

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