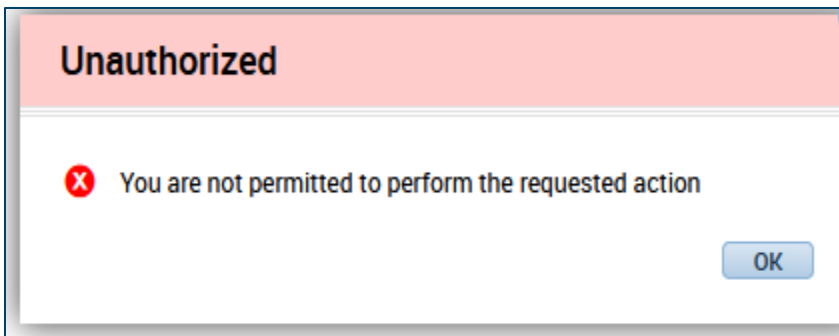


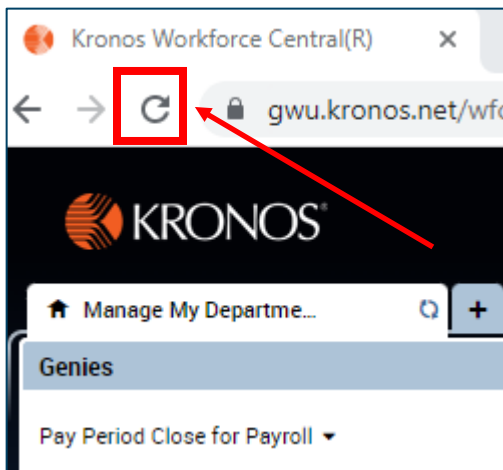


TRS Timed Out Message

Employees are able to access the [Time Reporting System \(TRS\)](#) with single sign on. However, access will "time out" after 5 minutes of inactivity and a message will pop up that says "You are not permitted to perform the requested action".



To re-access the TRS, you will need to refresh/reload your page to sign back into the TRS. Alternately, you can close your browser window or browser tab and reopen a new browser window or browser tab.



Additional tip sheets and other TRS resources can be found on the [Payroll Services](#) and [Benefits](#) websites.