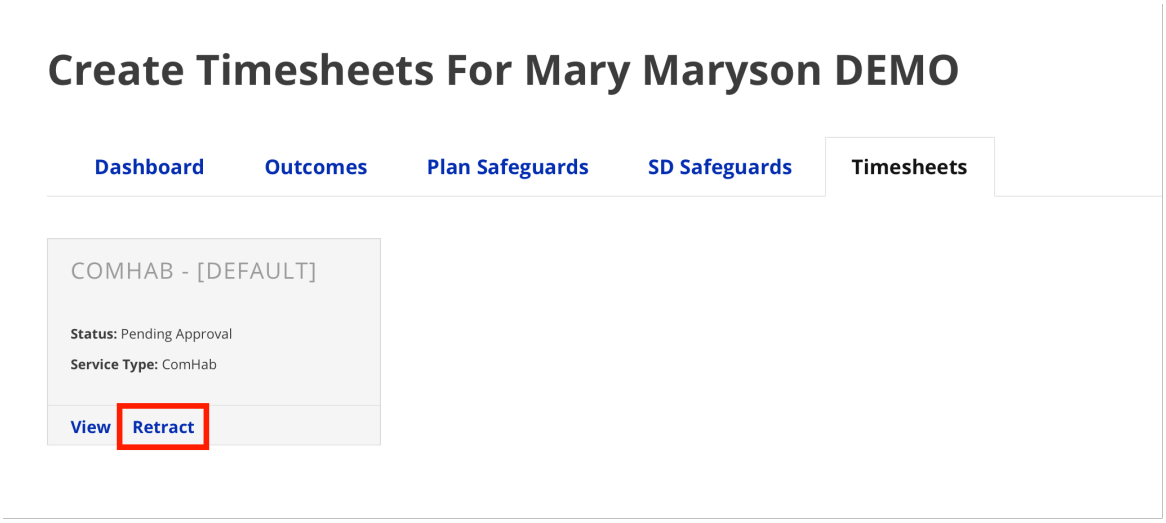
Retract SAP (Broker)

To retract a submitted timesheet, do the following.

1. From the timesheet section, click Retract on the tile of the timesheet you wish to retract.



2. The SD Coordinator will receive an email notification that the timesheet has been retracted. No action needs to be taken by the SD Coordinator.

You can now edit and/or resubmit the timesheet.

Revision #2
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