

# How to Guide – Find your Time Reporting Code



THE UNIVERSITY OF  
**NOTRE DAME**  
A U S T R A L I A

## Quick Reference Guide (QRG) to be used for training purposes

### For Time Reporting Codes

This guide will help you find your Time Reporting Codes.

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# How to find Time Reporting Code



This is a complete list of Time Reporting Codes (TRC) available at the University.

Depending on your work group, determines what TRC you will have available to you.

Therefore, when you login to your profile, you can only see the list that is relevant to you.

<b>TRC</b>	<b>Description</b>
<b>Academic Sessional:</b>	
CNE	Clinical Nurse Ed- Little Prep
CNN	Clinical Nurse Ed Normal
LB	Lecture Basic
LD	Lecturing Developed
LR	Lecturing Repeat
LS	Lecturing Specialized
MH	Marking Higher
MN	Marking Normal
ONP	Other Normal Physio
OTN	Other Required Acad Normal
CC	ORAA Course Coordinator
TN	Tutorial Normal
TR	Tutorial Repeat
<b>Casuals:</b>	
CSWRK	Casual Worked
SAPR	Saturday After 12pm
WDPR	Weekday After 7pm