

Effort Certification in Employee Compensation Compliance (ECC)

Certify your own Effort Statement (see Pages 1-4)

1) Click "Ready for Certification"

NOTE: Do not click on the statement that is in the "Building" as it is not ready for certification.

The screenshot displays the UTHealth ECC system interface. At the top, there is a navigation bar with the UTHealth logo, a search bar, and the user name 'Hello, Carmen Dessauer'. Below the navigation bar, there are tabs for 'Home', 'Certify', 'Manage', 'Reports', 'Administration', and 'Links'. The main content area is titled 'Work List for Carmen Dessauer' and includes a sub-header 'Statements Awaiting Certification (4)'. Under this, there are two tables: 'Effort Statements' and 'Project Statements'. The 'Effort Statements' table has columns for Statement Owner, Department, Period, Due Date, Type, Status, and PI. The 'Project Statements' table has columns for Project Title, Spdtype/Proj, Sponsor, Period, Due Date, Status, and Staff. A red box highlights the 'Due Date' column in the 'Effort Statements' table, and a red arrow points to the 'Ready for Certification' status of the first row.

Effort Statements

Statement Owner	Department	Period	Due Date	Type	Status	PI
Dessauer, Carmen	25380000-Integrative Biology Pharm (25...	July 2021 - Feb 2022	5/20/2022	Base	Ready for Certification	
		Mar-Aug 2022	12/31/2022	Base	Building	

Project Statements

Project Title	Spdtype/Proj	Sponsor	Period	Due Date	Status	Staff
Cardiac Function Adenylyl Cycl	0014939	G Harold&Leila Y Mather...	July 2021 - Feb 2022	5/20/2022	Ready for Certification	●
Mechanisms of cAMP signaling	0015702	National Inst of Neurol D...	July 2021 - Feb 2022	5/20/2022	Ready for Certification	●

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2) Review the Certified Effort for each project then click the "Box".

NOTE: The "button" to certify will not appear until ALL boxes are checked.

▶ Needing certification ★
Base 5/20/2022 Ready for Certification

▶ In progress ★
▶ Historical

Review each Project and check the "Box" on each

Dessauer, Dr Carmen W. - 104498 (Individual) Base Effort Period: 07/01/2021 to 02/28/2022 Status: Ready for Certification

Effort Coordinators have reviewed Committed Effort, Payroll, and Cost Share

INFO - This Effort Statement has been previously saved.
 INFO - Check all certify checkboxes to show the certify button.

Accounts	Originating Sponsor	Project Start Date	Project End Date	Committed Effort	Payroll %	Cost Share/Over the Cap	Payroll + Cost Share	Certified Effort	Certify
Sponsored									
0013184 Regulation of Adenylyl Cyclase - -5R01GM060419-21	Nat Inst of General Medical Sciences	01/01/2018	12/31/2022	26.99 %	26.66 %	0.00 %	26.66 %	\$ 27 %	<input type="checkbox"/>
0013746 Mechanisms of Opioid Resistanc - -545880	Craig H. Neilsen Foundation, The	07/31/2018	07/30/2022	0.00 %	2.48 %	0.00 %	2.48 %	\$ 2 %	<input type="checkbox"/>
0014939 Cardiac Function Adenylyl Cycl - -DESSAUER, CARMEN	G Harold & Leila Y Mathers Charit Fdn	11/01/2018	10/31/2022	9.62 %	19.00 %	0.00 %	19.00 %	\$ 19 %	<input type="checkbox"/>
0015702 Mechanisms of cAMP signaling - -5R01NS091759-07	National Inst of Neurol Dis & Stroke	09/19/2020	07/31/2025	25.00 %	23.52 %	0.00 %	23.52 %	\$ 24 %	<input type="checkbox"/>
0016313 TIPS - -1T32GM139801-01	Nat Inst of General Medical Sciences	07/01/2021	06/30/2026	10.00 %	0.00 %	10.00 %	10.00 %	\$ 10 %	<input type="checkbox"/>
Sponsored Total:				71.61%	71.66%	10.00%	81.66%	82%	
Non Sponsored									
DEFAULT Non-Sponsored Funds		01/01/1900	01/01/2199	0.00 %	28.34 %	-10.00 %	18.34 %	\$ 18 %	<input type="checkbox"/>
Non Sponsored Total:				0.00%	28.34%	-10.00%	18.34%	18%	
Grand Total:				71.61%	100.00%	0.00%	100.00%	100%	

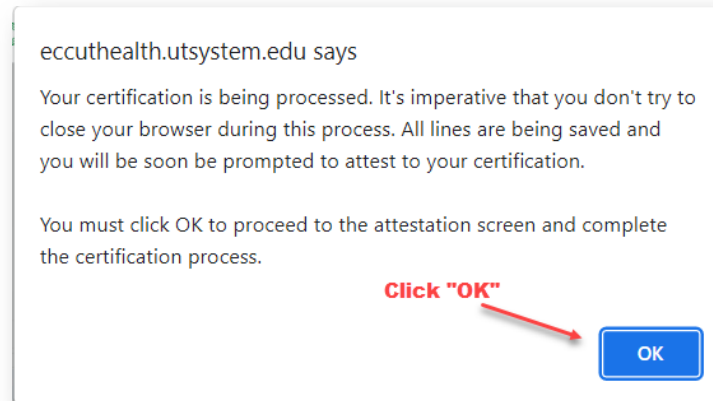
Effort Certification in Employee Compensation Compliance (ECC)

3) Click "Certify"

	Project Start Date	Project End Date	Committed Effort	Payroll %	Cost Share Over the Cap	Payroll Cost Share	Certified Effort	Certify
ces	01/01/2018	12/31/2022	26.99 %	26.66 %	0.00 %	26.66 %	\$ <input type="text" value="27"/> %	<input checked="" type="checkbox"/>
e	07/31/2018	07/30/2022	0.00 %	2.48 %	0.00 %	2.48 %	\$ <input type="text" value="2"/> %	<input checked="" type="checkbox"/>
Fdn	11/01/2018	10/31/2022	9.62 %	19.00 %	0.00 %	19.00 %	\$ <input type="text" value="19"/> %	<input checked="" type="checkbox"/>
ke	09/19/2020	07/31/2025	25.00 %	23.52 %	0.00 %	23.52 %	\$ <input type="text" value="24"/> %	<input checked="" type="checkbox"/>
ces	07/01/2021	06/30/2026	10.00 %	0.00 %	10.00 %	10.00 %	\$ <input type="text" value="10"/> %	<input checked="" type="checkbox"/>
			71.61%	71.66%	10.00%	81.66%	82%	
	01/01/1900	01/01/2199	0.00 %	28.34 %	-10.00 %	18.34 %	\$ <input type="text" value="18"/> %	<input checked="" type="checkbox"/>
			0.00%	28.34%	-10.00%	18.34%	18%	
			Click "Certify"	71.61%	100.00%	0.00%	100.00%	100%
								<input type="button" value="Certify"/>

Effort Certification in Employee Compensation Compliance (ECC)

4) Click "Ok"



5) Click "I Agree" on the Attestation Statement

Attestation

Certification Attestation Effort 07/01/2021 - 02/28/2022

Covered Individual: Dr Carmen W. Dessauer - 104498
Title: Professor and Vice Chair
Department: 25380000 - Integrative Biology Pharm (25380000)
Email: Carmen.W.Dessauer@uth.tmc.edu
Status: Ready for Certification

Effort Coordinator: Ms Deborah Brougher - 122495
Period of Performance: 07/01/2021 to 02/28/2022
Commitment Level: Tenured and Tenure-track Faculty (Max 90%)

I certify that this effort report is a reasonable estimate of the work performed during this effort period and that the salary distribution for the period covered is reasonable in relation to the work performed.

I Agree Cancel

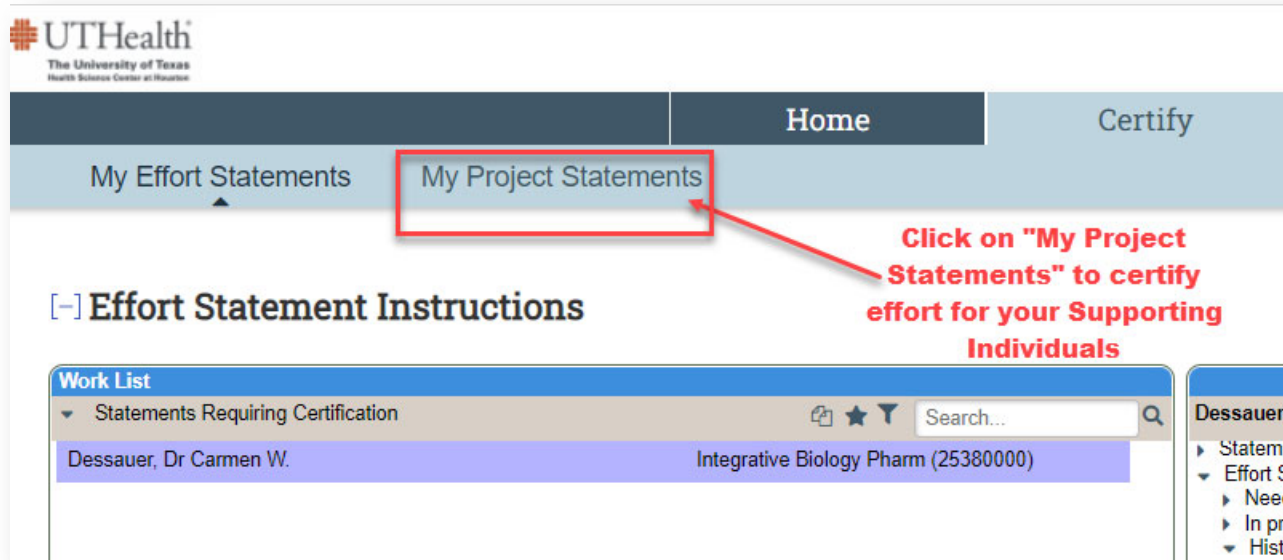
Click "I Agree"

A red box highlights the "I Agree" button, and a red arrow points from the text "Click 'I Agree'" to it.

Effort Certification in Employee Compensation Compliance (ECC)

Certify Project Statements for Supporting Individuals (See Pages 5-9)

- 1) Click "My Project Statements"



Effort Certification in Employee Compensation Compliance (ECC)

2) Click the Project "Ready for Certification" status

The screenshot shows the ECC system interface. At the top, there are navigation tabs: Home, Certify, Manage, Reports, Administration, and Links. Below these are sub-tabs: My Effort Statements and My Project Statements. A red arrow points to the 'Ready for Certification' status in the 'Work List' section. A red box highlights the project ID '0014939' and '0015702'. A red text box says 'Click on each Project in the "Ready for Certification" to certify the Project Statement for the Supporting Individuals on the Project'. Below the work list, there is a 'Project Statement for' section for project '0014939: Cardiac Function Adenylyl Cycl (July 2021 - Feb 2022)'. It shows 'Effort from 7/1/2021 to 2/28/2022, Status: Ready for Certification'. An info box says 'INFO - Check all certify checkboxes to show the certify button.' Below this is a table with columns: Employee, Department, Payroll Dollars, Payroll Percentage, Certified Effort, Checkboxes, and Reports. The table has two rows: Li, Yong - 122461 and Park, Taeyeop - 142109. The 'Certified Effort' column shows 36.43% and 100.00% respectively. The 'Checkboxes' column has empty checkboxes for both employees. A red box highlights the 'Checkboxes' column header and the checkboxes for both employees. A red text box says 'Click on each check box to certify the Project Statement'.

Employee	Department	Payroll Dollars	Payroll Percentage	Certified Effort	Checkboxes	Reports
Li, Yong - 122461	Integrative Biology Pharm (25380000) - 25380000	\$16,326.79	36.43%	36.43 %	<input type="checkbox"/>	\$
Park, Taeyeop - 142109	Integrative Biology Pharm (25380000) - 25380000	\$36,872.00	100.00%	100.00 %	<input type="checkbox"/>	\$

3) Click "Certify"

The screenshot shows the same ECC system interface as above, but with the 'Certify' button highlighted by a red box. The 'Checkboxes' column in the table now has checked checkboxes for both employees. The 'Certify' button is located at the bottom right of the interface, next to a 'Home' button. A 'Get Help' button is also visible at the bottom left.

Employee	Department	Payroll Dollars	Payroll Percentage	Certified Effort	Checkboxes	Report
Li, Yong - 122461	Integrative Biology Pharm (25380000) - 25380000	\$16,326.79	36.43%	36.43 %	<input checked="" type="checkbox"/>	\$
Park, Taeyeop - 142109	Integrative Biology Pharm (25380000) - 25380000	\$36,872.00	100.00%	100 %	<input checked="" type="checkbox"/>	\$

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4) Click "I Agree"

Attestation

Project Title: Cardiac Function Adenvlyl Cvcl
Project Name: 0014939 - Cardiac Function Adenvlyl Cvcl - -
Period: July 2021 - Feb 2022
Certifier: Dessauer, Dr Carmen W. - 104498
Personnel Being: Li, Yong - 122461
Park, Taeyeop - 142109

I certify the salary charged and effort certified this period reasonably reflect the work performed in the designated period and that I have suitable means of verification that the work was performed.

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5) Click on the next project to certify the Project Statement.

My Effort Statements My Project Statements

[+] Project Statements Instructions **Click on the next project in the "Ready for Certification"**

To certify payroll for the period shown above, verify the payroll and cost share dollars. Then click each of the checkboxes and press the Certify button

Work List		
▼ Dessauer, Dr Carmen W. - 104438		
▼ Ready for Certification ★		
0015702	Mechanisms of cAMP signaling	July 2021 - Feb 2022
Pre Reviewed		
▶ Building ★		

6) Click on the "Home" page to ensure all Project Statements and

UTHealth
The University of Texas
Health Science Center at Houston

Enter Search Criteria

Home Certify Manage Reports Administration Links

My Effort Statements My Project Statements

Effort Certification in Employee Compensation Compliance (ECC)

7) Your Work List should be cleared and list only your Effort Statement in the “Building” Status.

Work List for Carmen Dessauer ?

The tab(s) below includes tasks that require your attention. To view and resolve the specific task, select the link in the task description.

Statements Awaiting Certification (1)

Effort Statements

Project Statements Project Statements (View Only)

Statement Owner	Department	Period	Due Date	Type	Status	PI
Dessauer, Carmen	25380000-Integrative Biology Pharm (25380000)	Mar-Aug 2022	12/31/2022	Base	● Building	

Project Statements

Top of Page Project Statements (View Only)

Project Title	Spdtype/Proj	Sponsor	Period	Due Date	Status	Staff
There are no Project statements associated with you.						