How to access time entry in WebAdvisor

Go to the following website:  http://www.hccfl.edu/hawknet.aspx

Click on WebAdvisor

Then click on the LOG IN tab (shown below)
Put your USER ID and password in the appropriate fields

If your log in is successful….  Ctrl +Click here to go to page 4

If you have never established a password for WebAdvisor then try your employee ID.

If that doesn’t work or you have forgotten your password then you must go back to the following website:  http://www.hccfl.edu/hawknet.aspx  and Click on Password Management
Input your username and then click “I don’t know my password”

Then follow the steps to reset your password. Your password resets to your employee ID number. Once your password is reset it will ask you to create a new password.

Once the new password is completed -

Go to the following website: http://www.hccfl.edu/hawknet.aspx

Click on WebAdvisor
Then click on the LOG IN tab (shown below)

Put your USER ID and password in the appropriate fields

Click on the Employees Bar

Current Students, Faculty, and Employees must LOG-IN using the Log In tab above or below to access additional menu options.
Click on Time entry

Click on Time Entry to view available pay periods

Choose the correct pay period and then hit Submit