TEAM App provides reports for viewing Routing and Approval assigned by the Organization Manager (or Proxy). Following are steps to the TEAM App reports, and illustrations of the reports.

1. Sign into RaiderLink, click on the A&F Work Tools tab, to click on TeamApp.

2. On the Quick Links Page, click Reports.

3. On the Report Menu, find WTE/WLR Reports and click the desired report.

WTE/WLR Proxies Report:
TeamApp: How to View Reports of Routing & Approvers for Time & Leave Reports

Employee Level Routing: Choose Organization to View Employees:

On this report, the Employee Routing is displayed for each employee. However, if an Employee Routing has not been assigned by the Organization Manager (or Proxy), then the Organization Routing will be displayed.
Organization Level Routing: Choose Organization to View

Organization Level Routing: View Organization with Organization Level Approvers

Approvers of Employee – Enter only one: Employee’s R#, or Oracle ID, or eRaider ID.
Approvers of Employee: View List of Approvers for Desired Employee

On this report, the Employee Routing is displayed for each employee. However, if an Employee Routing has not been assigned by the Organization Manager (or Proxy), then the Organization Routing will be displayed.