A guide to finding the right tool for the job

Go to ECRT to:

1. View the list of certified statements you need to process   (often)
2. Process an effort statement   (often)
3. View an effort statement   (often)
4. View the payroll information associated with a statement   (sometimes)
5. Print a PDF version of a statement   (occasionally)
6. Reopen an effort statement for recertification (within the effort period) (occasionally)

Go to the UW-Madison lookup tools to:

1. Figure out who needs to certify – for each period
2. Figure out who has certified, and who hasn't – for each period
3. Figure out who needs to take the training
4. Figure out who has taken the training, and who hasn't
5. View a list of the effort tasks for a certifier
6. Determine the status of a certifier's effort tasks
7. Figure out who is subject to penalties for effort non-compliance

Go to the RSP Effort Reporting Home Page to:

1. Obtain the form for requesting a designee
2. Obtain the cover sheet that accompanies a manual (hardcopy) certification
3. Obtain the certification form for individuals who do not receive a UW paycheck
4. Find out about training options for certifiers
5. View the ECRT demonstration videos
6. Browse for answers to questions regarding Vilas awards, training grants, consequences for effort non-compliance – and every topic imaginable
7. View a list of effort coordinators by department
8. Find the email addresses for sending questions to RSP