

# PRAssist & HRAssist Access Instructions

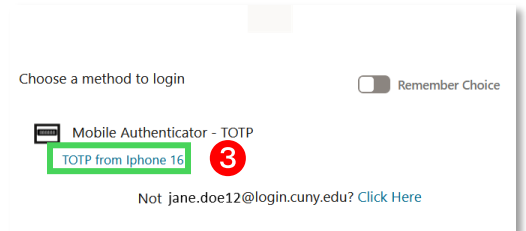
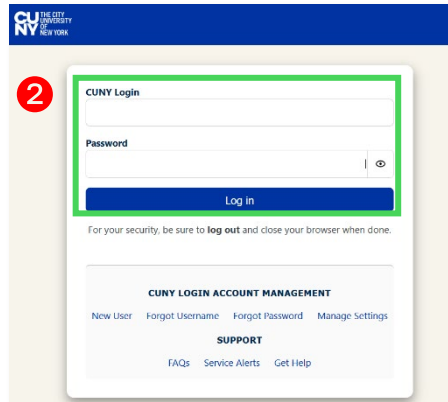
## How to Access PRAssist & HRAssist Within the LAG Network

For PRAssist, navigate to: <https://timesheet.laguardia.edu/prassist/>

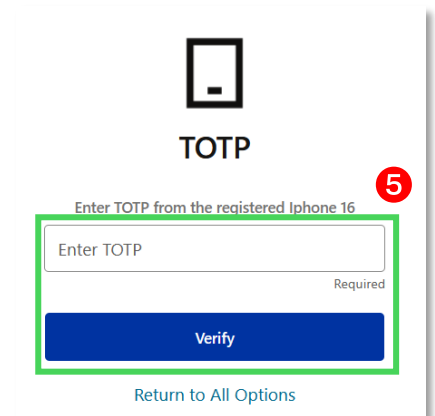
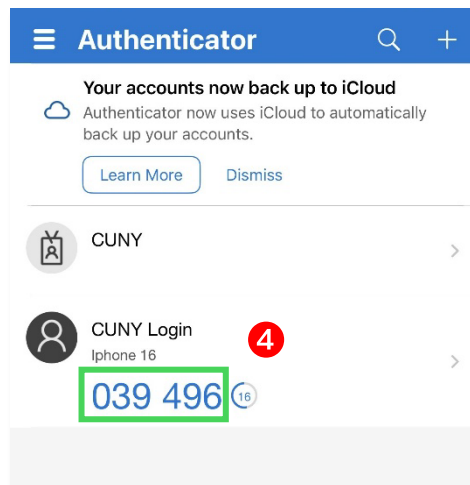
For HRAssist, navigate to: <https://timesheet.laguardia.edu/hrassist/Hrlogon.aspx>

## How to Access PRAssist & HRAssist Outside the LAG Network

1. Navigate to:  
<http://remote.laguardia.edu>
2. Login to CUNYfirst
3. Click on the Mobile Authenticator method



4. Open the **Microsoft Authenticator** app and copy the 6-digit code
5. Go to the previous site, paste the code and click **Verify**



6. Select **PRAssist** or **HRAssist**
7. Login to PRAssist or HRAssist using your local credentials

