

Viewing Online Checkstubs

You are able to view check stubs for direct deposits, as well as W-2s for previous years.

To do so, follow these steps:

- From the Home Page, select Myself > Payroll > Online Checkstubs.
- Click the arrows to view check stubs or W-2 for other pay periods/years or use the drop down box to select the date for the check stub or W-2 you want to view.
- 6 When you finish viewing your check stubs, click ← Employee Home.

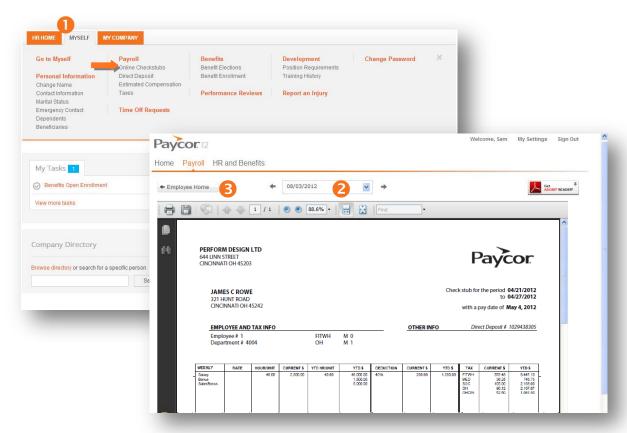


Figure 1. View Check Stubs.