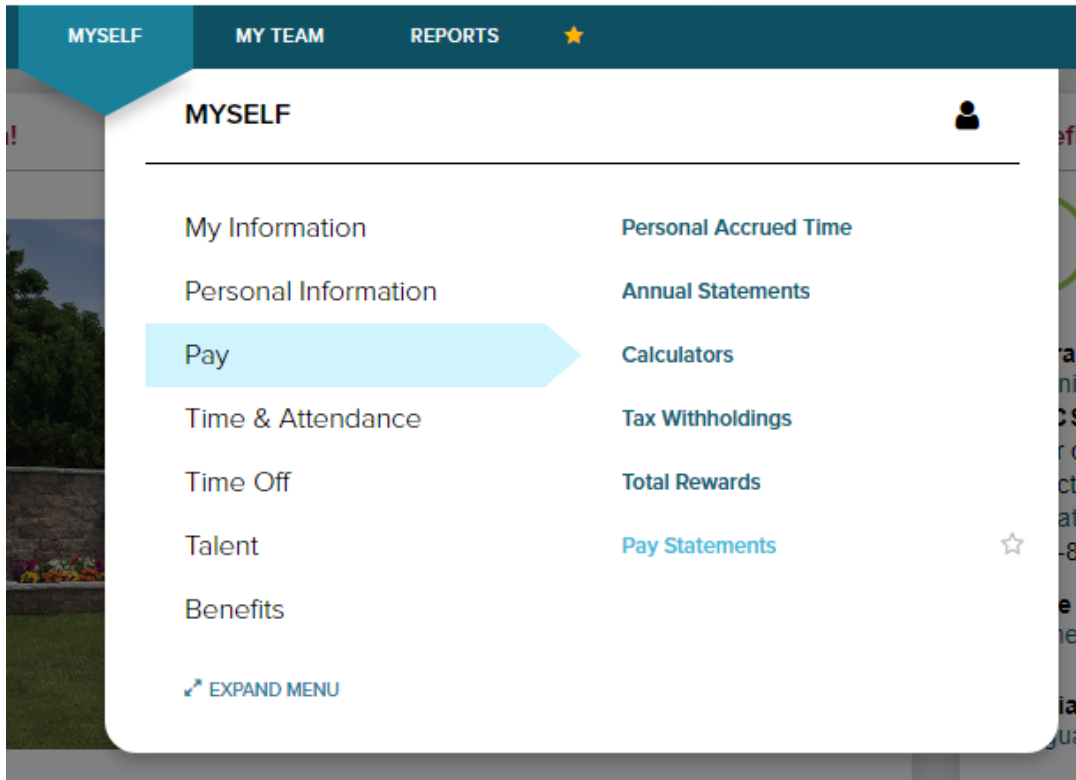
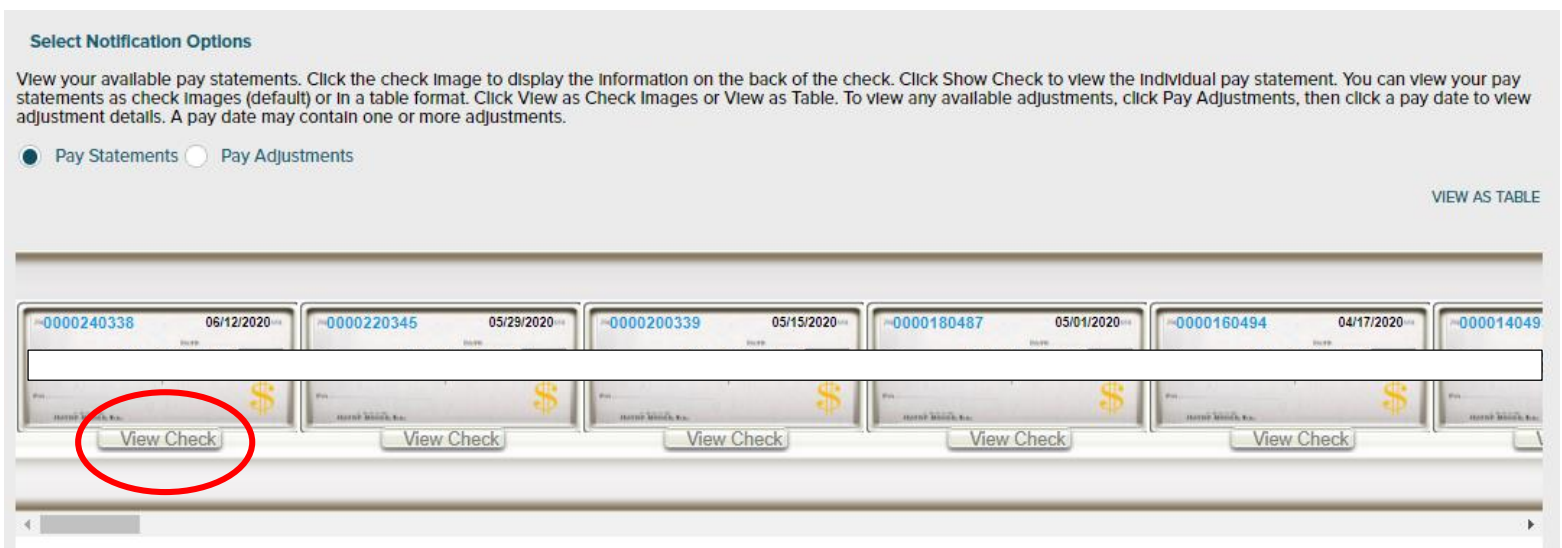


How to Access Your Paystubs and/or Annual W-2 Statements

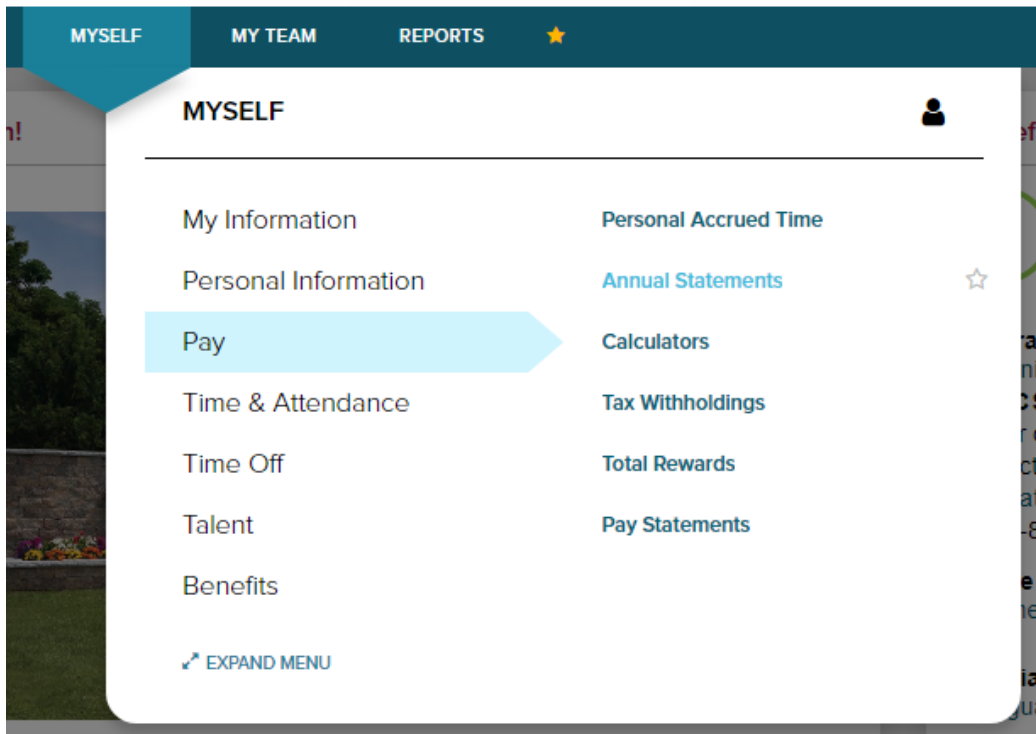
1. Select the MYSELF Tab >> Pay >> Pay Statements



2. Once you select Pay Statements, you will be able to see the Gross Amounts listed from the past biweekly pay dates. Select View Check to see more details as a paystub that you are able to print in PDF form.



3. Select the MYSELF Tab >> Pay >> Annual Statements



4. Once you select Annual Statements, you will be able to see the various previous years listed under W-2 You will be able to print these as they will be in PDF format