

1. Select the 'Pay' icon.

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	Good morning, Billy Bluejay!	
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2. Select 'Payslips'.

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<	Payroll				
			Billy Bluejay		
		Document Delivery Preferences Set up preferences for delivering documents.	Payslips View, print, download and search current and past payslips, which card other information.	Payment Methods Define and prioritize salary payments details, such as payment byspartic details.	Year-End Documents View, print, download and search year-end documents for current or prior tax years.
		Tax Withholding Ge here to update your federal and Check this information when your perioral or financial situation			

3. Select the payslip you wish to view; payslip is downloaded as a pdf which you can print or save.

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4/3/20		
PAYSLIP	USD	
3/14/20 to 3/27/20		
3/28/20		
PAYSLIP	USD	
3/28/20 to 4/10/20		



4. Click on the drop-down arrow to view payslips from the last 12 months or a specific date range.

3 Months 🗸		
1/3/20		
AYSLIP	USD	
1/14/20 to 3/27/20		
3/28/20		
AYSLIP	USD	
28/20 to 4/10/20		