Employee Self Service (ESS) Payroll Tile

Once you login to ESS you will find yourself on the landing page. The new landing page consists of various tiles.

Payroll Tile

Payroll Tile will allow you to view any information that has to do with your pay, such as your paychecks, tax withholdings, W-2 and direct deposit information.
Once you click on the payroll tile, the following screen will open up. There will be a menu on the left hand side and you will be able to see your paystubs on the right hand side.

The following menu that can be seen on the left hand side of the Payroll Tile allows you to view your paychecks, see your selected tax withholdings, view W2 forms, and view/change your direct deposit.

When you select Tax Withholding option, the below screen will appear. It will display your Federal and State tax withholdings and allow you to change them.
When you select W-2/W-2c option, it will display your available W-2 forms.

The direct deposit option, will show you your current direct deposit information as well as add/change this information by adding/deleting bank information as well as changing the amount of direct deposit.