# **Employee Self Serve**

- Access Employee Self Serve
- Register for Employee Self Serve
- View and print check stubs

## Access Employee Self Serve

In the address bar of your browser type: https://ess.adcomputer.com

A≁⊠GX

-OR-

#### From http://www.jetpaypayroll.com

**Click Login** 



### Choose Employee Self Service



## **Register for Employee Self Serve**

Registration is required prior to accessing check stubs.

### Click Register

Tuesday, July 30, 2013	<u>Login</u>   <u>Register</u>
PAYROLL SERVICES	
	Home
User Account	
	😢 User Name:
	@ Password:
	Login Register Forgot Password?
Important: JetPay Corporation will NEVER sen EXCEPTIONS to this policy. If any any circumstances please refuse a	d you an e-mail that asks you to reveal your password. There are NO one claiming to work for JetPay Corporation asks for your password under ind immediately contact us.
<u>What should I do if I forget my Use</u> <u>What should I do if I forget my Pas</u>	<u>:r Name?</u> ; <u>sword?</u>

Enter required \* fields. Company and Employee number are needed. Both can be found on your check stub/voucher or by contacting your employer. Click 🔮 to view field requirements.

	Home	
Register		
access to JetPay Emp   Ø Last Name:   Ø User Name:   Ø Dassword:   Ø Confirm:   Ø Confirm:   Ø Email Address:   Ø Company #:   Ø Employee #:   View Example Check Study   Ø Social Security:   Ø Secret Question:   Ø Secret Answer:	Novee Self Serve. All fields marked with an asterisk (*) are required.	
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	E Preterences	
U Time Zone:	⊟ Terms of Use	
Terms of U	Terms of Use	800
Terms of U: JETPAY CORP PLEASE READ EMPLOYEE SE JetPay Corp and operate access by i authorised with the fo any of the sole discrete	E Terms of Use se: WORATION TERMS OF USE D THESE TERMS OF USE BEFORE USING OR ACCESSING THE JETPAY LF SERVE WEB SITE. MORATION ("JetPay") provides a payroll service to your employer is the JETPAY Employee Self Serve Web Site to allow its employees and contractors to their payroll information as by your employer. Your use of the Site signifies your agreement blowing Terms of Use. If you do not agree with Terms, do not use the Site. JetPay reserves the right, in its stion, to modify these Terms without further notice and at any	•
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## Accept Terms of Use and click Register

🖗 Terms of Use:	
JETPAY CORPORATION TERMS OF USE	
PLEASE READ THESE TERMS OF USE BEFORE USING OR ACCESSING THE JETPAY EMPLOYEE SELF SERVE WEB SITE.	
JetPay Corporation ("JetPay") provides a payroll service to your employer and operates the JETPAY Employee Self Serve Web Site to allow access by its employees and contractors to their payroll information as authorized by your employer. Your use of the Site Signifies your agreement	
with the following Terms of Use. If you do not agree with any of the Terms, do not use the Site. JetPay reserves the right, in its sole discretion, to modify these Terms without further notice and at any	+
✓I Accept Terms of Use.	
Register	

## **Access Check-Stubs**

Click EMPLOYEE → Your Check-Stub Viewer

HOME	EMPLOYEE	COMPANY		
	Your Check S	Stub Viewer	Home	

View or print from the list of check history

Employee Check Stub Viewer						
					Records	Per Page: 5 •
	Check Date	Check #	Description	Preview	Download/Print	
	01/11/2013	13713	PAYROLL CHECK		8	
	12/28/2012	13707	PAYROLL CHECK		8	
	12/28/2012	13708	PAYROLL CHECK		8	
	12/14/2012	13702	PAYROLL CHECK		8	
	11/09/2012	13697	PAYROLL CHECK		8	
Page 1 of 2					First Previous [1] <u>2</u> <u>Ne</u>	ext <u>Last</u>