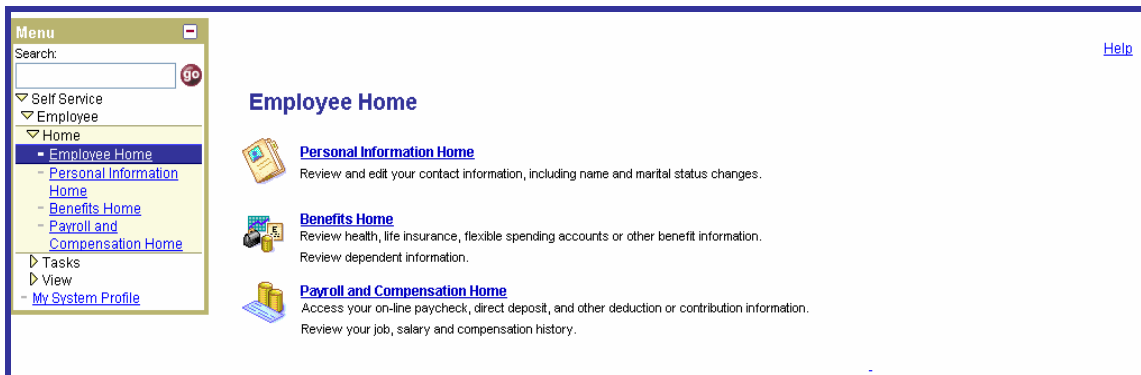


Your Payroll and Compensation Information

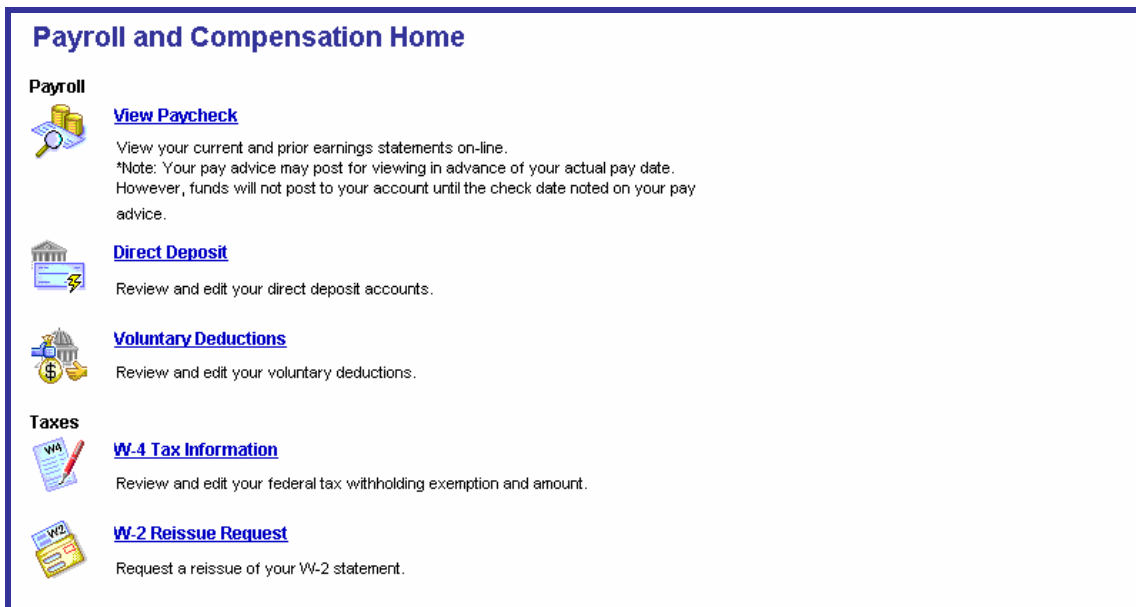
Reviewing and Printing Your Paycheck

NOTE: Your Payroll office will no longer print and send your paycheck advice to you. You can review your advice and print a hard copy using Employee Self Service.

1. Select **Self Service, Employee, Home, [Employee Home](#)**. The **Employee Home** page displays. Click on **[Payroll and Compensation Home](#)** to go to the **Payroll and Compensation Home** page.



- **NOTE:** You can also select **Self Service, Employee, Home, [Payroll and Compensation Home](#)**. The **Payroll and Compensation Home** page displays.



2. Click on **[View Paycheck](#)** in the **Payroll** section. The **View Paycheck** page displays with your current paycheck information.
 - **NOTE:** You can also select **Self Service, Employee, View, View Paycheck**.

View Paycheck

Print-Friendly Paycheck

Sample Employee


<p>Company: Board of Regents</p> <p>Address: University System of Georgia 270 Washington Street, SW Atlanta, GA 30334</p>	<p>Net Pay: \$1,917.60</p> <p>Pay Begin Date: 09/01/2006</p> <p>Pay End Date: 09/15/2006</p> <p>Check Date: 09/15/2006</p> <p style="text-align: center;">View a Different Payment</p>
---	--

General

Name: Sample Employee	Business Unit: 99999
Employee ID: 000033	Pay Group: Semi-Monthly
Address: 1234 Self Service Lane Anywhere, GA 30999	Department: 9991999 – Self Service
	Location: University System of Georgia
	Job Title: Project Manager
	Pay Rate: \$3,268.82 Semimonthly

3. Review your current paycheck information.
 - **NOTE:** If you want to review the information for a different paycheck, you can click on [View a Different Payment](#). The **View Paycheck** page displays with a **Pay Check Selection** list of paychecks sorted by Pay Period End Date. Click on the appropriate [Pay Period End Date \(MM/DD/YYYY\)](#) to review the information for that paycheck.

4. Click on Print-Friendly Paycheck. Your paycheck displays in a printer-friendly format.

5. Click on  in your browser's toolbar. Your paycheck prints at your default printer.