

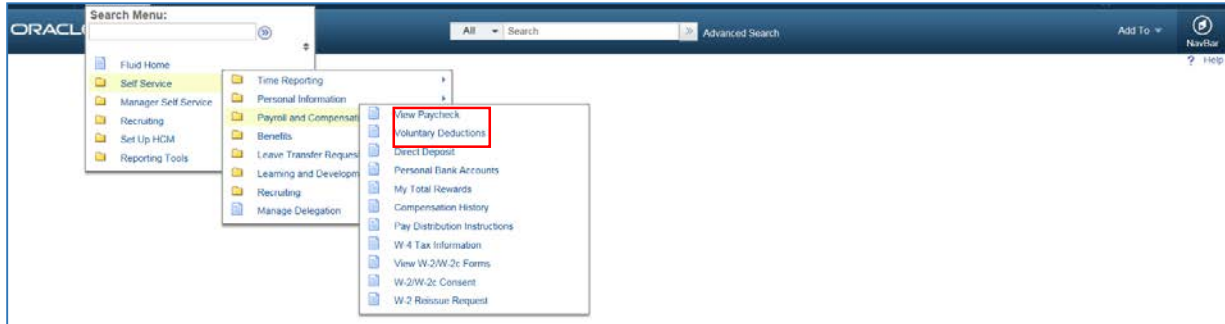
Employee Job Aid

View Paycheck

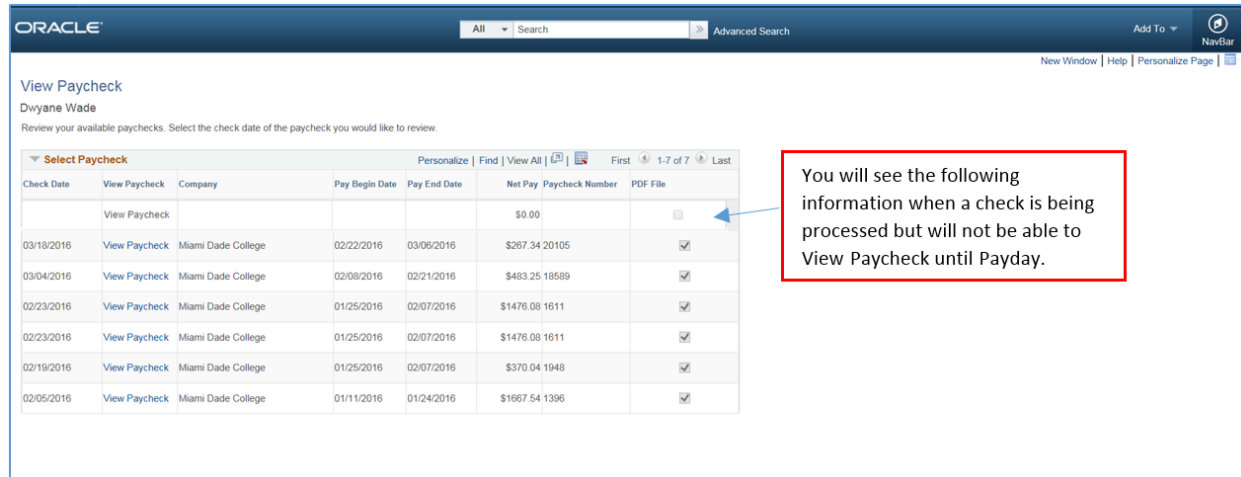
Viewing Your Paycheck

Employees can view their Paychecks via employee Self Service:

Main Menu-> HCM-> Self Service-> Payroll and Compensation-> View Paycheck



A Paycheck cannot be viewed until that Paycheck's PayDay



Draft of sample Paycheck for a fictional employee

Employee ID: 200000006 Check#: 000001396	Department: 700162-ADMIN & REGISTRATION KEC Location: Kendall Campus	Pay Begin Date: 01/11/2016 Pay End Date: 01/24/2016
Dwyane Wade	Marital Status: Single Allowances: 1	Addl Percent: Addl Amount: Check Date: 02/05/2016 Net Pay: 1,667.54

HOURS AND EARNINGS						TAXES			
Description	Rate	Current		YTD		Description	Current	YTD	
		Hours	Earnings	Hours	Earnings				
Position Number: 20000006			Job Title: Student Svcs Asst I Adm Reg			Fed Withholding	352.87	352.87	
Overtime Over 37.5	19.670000	2.50	49.18	2.50	49.18	Fed MED/EE	34.21	34.21	
Overtime	21.575048	2.00	60.92	2.00	60.92	Fed OASDI/EE	146.29	146.29	
Regular	19.670000	37.50	737.63	76.00	1,494.93				
Recess or Holiday	19.670000	7.50	147.53	7.50	147.53				
Worked on a recess day	19.670000	3.00	59.01	3.00	59.01				
CONTINUED ON NEXT PAGE							TOTAL:	533.37	533.37

BEFORE-TAX DEDUCTIONS			AFTER-TAX DEDUCTIONS		
Description	Current	YTD	Description	Current	YTD
FRS - Retirement	58.58	58.58	Assoc of Florida Colleges	100.00	100.00
TOTAL:	58.58	58.58	TOTAL:	100.00	100.00

NOTE: Rate * Hours = Earnings unless an hours or earnings adjustment is included or Rate is from an FLSA calculation.