

# Welcome to ViewMyPaycheck!

Great news! You can now view your pay stubs online – anytime, anywhere.

ViewMyPaycheck (paychecks.intuit.com) is an online web site created by Intuit that lets you view your pay stubs and other payroll info.

**Don't have a computer?** Don't worry! You can also access ViewMyPaycheck from your mobile device.

Here's some info to help you get started with ViewMyPaycheck.

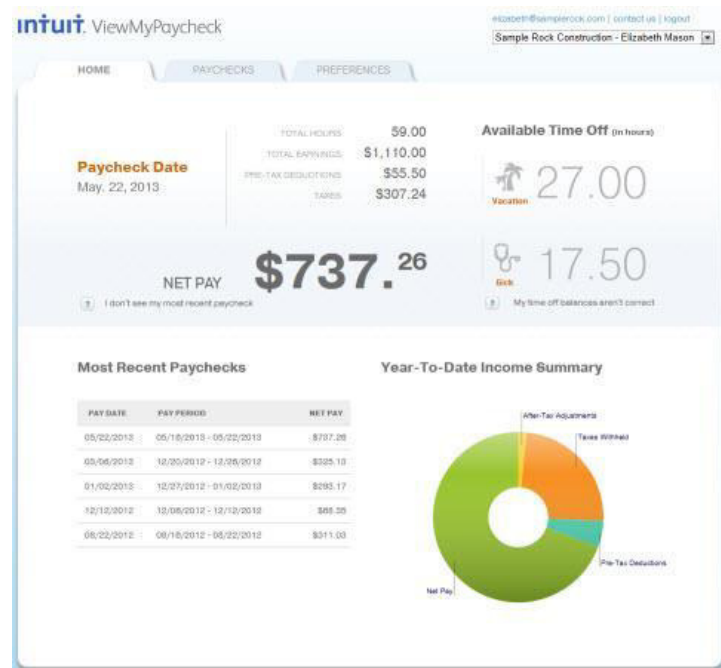
## Get Started

To access ViewMyPaycheck, you'll need:

- **An Intuit account.** You may already have one if you use Intuit products like TurboTax or Quicken. If you don't have one, one will be created for you when you sign up.
- Your **Social Security number (SSN)** and the **net pay (your take home pay) from your last paycheck**. Be sure to have that handy – ViewMyPaycheck needs it to verify you are who you say you are!

Then, do this:

1. Open a web browser and go to [paychecks.intuit.com](http://paychecks.intuit.com)
2. Click **Sign Up**.
3. Enter your email address.  
If you get a message that says **You already have an Intuit account associated with this user ID** then click the Sign In link and sign in to your existing Intuit account and skip to step 7.
4. Create and confirm a password you'll use when you sign in to ViewMyPaycheck.
5. Pick a security question. You may need this later if you forget your user ID and password.
6. Click **Sign Up**.
7. Enter your SSN and the net pay from your last paycheck.  
Your net pay is the amount of your paycheck after all of the taxes and other deductions have been taken out.
8. Click **All Done!**



## Next Steps

When you sign in, explore a bit. Here are a few highlights.

- 1 ViewMyPaycheck itemizes your current and year-to-date earnings and deductions so you always know your paycheck was calculated and where your money is going.
- 2 Need a printed copy of your pay stub? No problem. Click **Save As PDF** to save a PDF copy of it to your computer and then print it for your records.
- 3 If you want to be notified any time a new pay stub is uploaded to ViewMyPaycheck, go to Preferences and click the **Send me an email when new pay stubs are available** checkbox.

The screenshot displays the Intuit ViewMyPaycheck interface. At the top, there are navigation tabs for HOME, PAYCHECKS, and PREFERENCES. A user profile for Elizabeth Mason is shown in the top right. The main content area shows a pay stub for the period of May 18 - May 22, 2013, with a net pay of \$737.26. The pay stub includes a table of earnings and deductions, a 'Save As PDF' button, and a 'Send me an email when new pay stubs are available' checkbox. A pie chart on the right side of the page shows the breakdown of the net pay into 'Net Pay' and 'Pre-Tax Deductions'.

| EARNINGS            | QTY & RATE         | CURRENT           | YEAR TO DATE      |
|---------------------|--------------------|-------------------|-------------------|
| Regular Pay         | 40.00 @ \$10.00    | \$400.00          | \$1,750.00        |
| Overtime Pay        | 2.00 @ \$15.00     | \$30.00           | \$105.00          |
| Double Overtime Pay | 1.00 @ \$20.00     | \$20.00           | \$40.00           |
| Sick Pay            | 8.00 @ \$10.00     | \$80.00           | \$80.00           |
| Vacation Pay        | 8.00 @ \$10.00     | \$80.00           | \$80.00           |
| Bonus               |                    | \$500.00          | \$500.00          |
| <b>Total</b>        | <b>59.00 Hours</b> | <b>\$1,110.00</b> | <b>\$1,955.00</b> |

| TAXES & DEDUCTIONS      | CURRENT         | YEAR TO DATE    |
|-------------------------|-----------------|-----------------|
| FEDERAL INCOME TAX      | \$188.00        | \$254.70        |
| SOCIAL SECURITY         | \$68.82         | \$121.21        |
| MEDICARE                | \$16.10         | \$28.35         |
| CA INCOME TAX           | \$45.22         | \$47.89         |
| CA STATE DISABILITY INS | \$11.10         | \$19.55         |
| <b>Total</b>            | <b>\$307.24</b> | <b>\$471.69</b> |

| PRE-TAX DEDUCTIONS | CURRENT        | YEAR TO DATE   |
|--------------------|----------------|----------------|
| My 401k Deduction  | \$55.50        | \$97.75        |
| <b>Total</b>       | <b>\$55.50</b> | <b>\$97.75</b> |

| AFTER-TAX ADJUSTMENTS | CURRENT        | YEAR TO DATE   |
|-----------------------|----------------|----------------|
| Blue Cross            | \$10.00        | \$30.00        |
| <b>Total</b>          | <b>\$10.00</b> | <b>\$30.00</b> |

**NET PAY** \$737.26 **YEAR TO DATE** \$1,356.56

## Need Help?

If you have questions about using ViewMyPaycheck, click the question mark icons (?) available on the ViewMyPaycheck web site.

If you have questions about your paycheck, including how it's calculated, what shows up on the pay stubs, or when the money is deposited in your bank account (if you have Direct Deposit), please contact your employer.