

WORKFORCE ADMINISTRATION

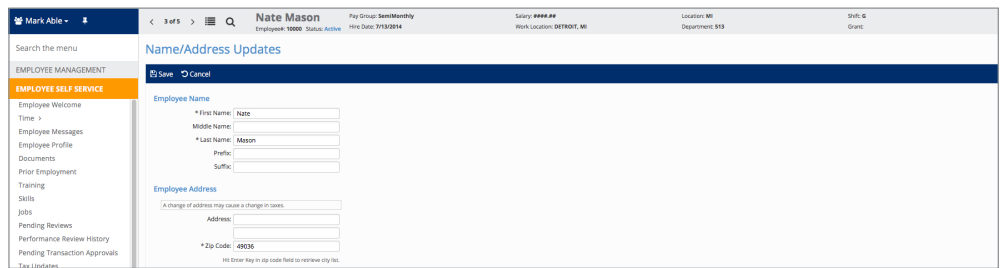
Employee Self-Service

Keeping your employees informed just got easier. This self-service is not only beneficial to you, but empowers your employees to manage their own information, make informed decisions and communicate with HR easily.

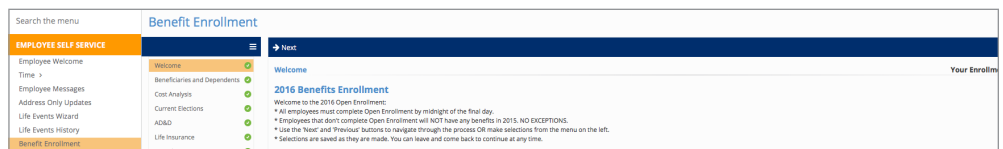
Employees can access company policies and documents.



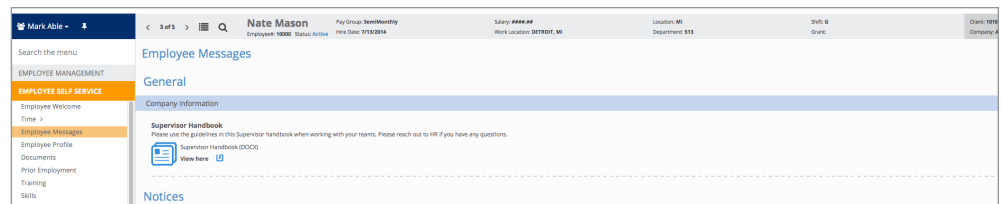
Employees manage their personal information; optional workflow to managers and employees for approval.



Employees can enroll for benefits anywhere, anytime.



Streamline communication between employees, managers and HR.



Employees can view and print check stubs and their W-2s online – saving your HR and payroll staff time.

Check Date	Gross Pay	Total Hours	Net Pay	Check Number	Check Amount	Description	PR Run #
6/24/2016	502.00	5.00	5.00	19323140	502.00	Regular Check	259
6/20/2016	880.00	80.00	656.17	7903	566.17	Regular Check	258
6/13/2016	7151.00	44.00	4416.00	7838	4396.00	Regular Check	254
4/20/2016	960.00	80.00	659.59	7742	639.59	Regular Check	248
4/5/2016	960.00	80.00	659.59	7690	639.59	Regular Check	244
1/16/2016	1016.00	80.00	676.01	7619	676.01	Regular Check	240

Employees can view their current benefit elections and plan summaries.

Benefit Type	Benefit Plan	Coverage Level	Deduction Amount	Start Date
403(b) 15 Year Rule	403(b) 15 Year Rule			5/1/2000
Life Insurance	Aerna Life	EE Only	0.00	5/18/2014
403b	403b			1/1/2015

Employees can view company events online.



Frank McCollough
Human Capital Solutions Consultant

Three CityPlace Drive
Suite 1000
St. Louis, MO 63141
insperty.com

314-692-5248 office
800-575-2686 ext. 6925248
800-542-0641 fax
314-223-6315 mobile
frank.mccollough@insperty.com

iSolved® Employee Self-Service is a part of the **Insperty® Workforce Administration™** solution. Our comprehensive human capital management solution integrates your workforce management processes – payroll, HR administration, benefits and time tracking – with a level of service and attention that comes from more than 30 years in the industry.