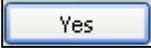


## View and Print Your Paystub

Step	Action
1.	Go to LINK.NE.GOV and click the <b>View Paystub</b> link. 
2.	Enter your User ID in the <b>User ID</b> field.
3.	Click in the <b>Password:</b> field. <input type="text"/>
4.	Enter your password in the <b>Password</b> field.
5.	Click the <b>Sign In</b> button. 
6.	Your pay stubs will be listed with the most recent at the top. You can select the pay stub you wish to view by clicking on that pay stub's radio button.  Click the <b>Radio Button</b> for the pay stub you wish to view. <input type="radio"/>
7.	To view the pay stub you selected click the <b>Pay Stub Review / Print</b> button. 
8.	Your pay stub information will be displayed for you to review.
9.	If you would like to print the pay stub click the <b>Click Here to Print this stub</b> link.
10.	After clicking " <b>Click Here to Print this stub</b> " a second window with your pay stub will open as well as a Print prompt window.
11.	Make sure the proper printer is selected.  After selecting your printer click the <b>Print</b> button. 
12.	After clicking the Print button your pay stub will print at the printer you selected.
13.	Click the <b>Close</b> (red X) button of the Pay Stub window. 
14.	When you are finished reviewing and/or printing the pay stub click the <b>OK</b> button. 
15.	When you are finished click the <b>Close</b> button. 

Step	Action
16.	<p>You will get a notice that the Payroll &amp; Financial Center application is closing and will be asked if you wish to close the window.</p> <p>Click the <b>Yes</b> button. This signs you out of the Payroll &amp; Financial Center and ends your session.</p> <p><b>Note:</b> If you click No you will still be signed out of the Payroll &amp; Financial Center.</p> 
17.	<p>You have successfully completed this lesson.</p> <p><b>End of Procedure.</b></p>