

EMPLOYEE SELF-SERVICE

Everything you need in front of you with iSolved employee self-service. Stay informed with all the critical information you need right at your finger tips.

Open Enrollment

Enroll for benefits online from the comfort of your home



Benefits Summary

View Current Benefit Summary



Plan Type	Plan Name	Effective Date	Coverage Name	Pre-tax?	Deduction Schedule	Deduction Amount
40100	40100	1/8/2012		Yes	Every Pay	5.0000%
40300 15 Year Rule	40300 15 Year Rule	5/1/2000		No	Every Pay	
403b	403b	1/1/2015		No	Every Pay	
Defined Benefit Plan	Defined Benefit Plan	5/1/2000		No	Every Pay	
Life Insurance	Aetna Life	5/18/2014	EE Only	No	Every Pay	0.00

Benefits Details

View benefit plans and deduction amounts



Plan Type	Plan Name	Effective Date	Coverage Name	Pre-tax?	Deduction Schedule	Deduction Amount	Start Date
40300 15 Year Rule	40300 15 Year Rule	5/1/2000		No	Every Pay		5/1/2000
40100	40100	1/8/2012		Yes	Every Pay	5.0000%	1/8/2012
Life Insurance	Aetna Life	5/18/2014	EE Only	No	Every Pay	0.00	5/18/2014
403b	403b	1/1/2015		No	Every Pay		1/1/2015

Documents

Upload updated W-4 or signed documents directly to HR



Time Off Balances

View current PTO balances and time taken



The screenshot shows the 'Time Off Balances' page for Mark T Able. It displays two leave types: FMLA - No Accrual - Balance Only and Sick - No Accrual - Balance Only. For FMLA, the current balance is 480.00, YTD accrued is 0.00, and YTD taken is 0.00. For Sick, the current balance is 56.0000, YTD accrued is 0.00, and YTD taken is 0.00. The interface includes a search menu and an employee self-service sidebar.

Tax Updates

Manage your federal and state W-4 updates



The screenshot shows the 'Tax Updates' page for Mark T Able. It includes sections for Federal Income Tax (with filing status 'Single' and tax description 'DETROIT') and MI State Income Tax (Residence) (with filing status 'N/A' and tax description 'MICHIGAN WH'). There are input fields for exemptions and additional amounts in dollars.

Pay History

View and print previous pay stubs



The screenshot shows the 'Pay History' page for Mark T Able. It features a table of pay stubs with columns for check date, gross pay, total hours, net pay, check number, check amount, and description. Below the table is a 'View/print Pay Stub' section with a preview of a pay stub for 05/20/2016, showing regular pay of \$50.00 and gross pay of \$50.00. A 'Earnings & Memos' table is also visible, detailing current hours, dollars, and YTD totals for various categories like Regular, Bonus, Commission, and Medical Pre-Tax.

W-2s

View prior year W-2s



The screenshot shows the 'W2/ACA/1099 Forms' page for Mark T Able. It displays a grid of links to view PDF forms for the years 2015, 2014, 2013, and 2012. The interface includes a search menu and an employee self-service sidebar.

Name/Address Updates

Manage your personal information electronically



The screenshot shows the 'Name/Address Updates' page for Nate Mason. It includes a form for updating the employee's name (First Name: Nate, Middle Name, Last Name: Mason, Prefix, Suffix) and address (Address, City: COLLENGATE, State: Michigan, Zip Code: 48036). There are also fields for marital status and a note that a change of address may cause a change in taxes.

Access anywhere, anytime.
For additional questions, contact your HR manager.