

How to View Your Pay Stub

Two Ways:

1. Go online to our website (www.ecboe.org), scroll down the page, on the right side under “Quick Links”, click on the “paperless payroll” link. This will bring up an instruction page with a live link you can click (<https://myhr-etowahco.asc.edu>).
2. Go online and type into the address bar: <https://myhr-etowahco.asc.edu>
Be sure you are typing in the “address bar” and not the “search bar” on the internet page.

Once you have typed in the “address” or clicked on the “link” (instructions from above), a white box will appear. This is where you will begin the login process. Please use the following for the username and password.

<p><u>Authentication Required</u> Username: ecboe Password: payroll</p>

Once you have made it past the step above, you will get the next login screen (this is the actual payroll document site). Please use the following for the username and the first time login only for your password.

<p>Welcome, Please Login</p> <p><u>Username:</u> firstname_lastname (i.e. kelly_bryan) <u>Password:</u> username + employee number (i.e. kelly_bryan1234) <i>If you do not know your employee number, please check with your school bookkeeper.</i></p>
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Once you have logged in, you will be prompted to change your password to something only you will know (UPDATE REQUIRED). Please log in once a month to check your paystub or to print one out. Paystubs will not be mailed out.