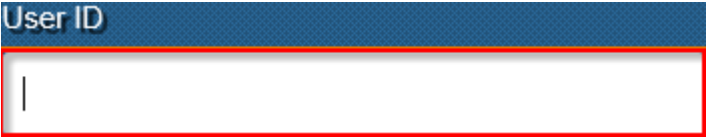







Signing In

Step	Action
1.	The Sign In page displays. To sign in, enter your User ID and your Password. Then click the Sign In button.
2.	Enter the desired information into the User ID field. Enter a valid value e.g. " 12345 ".  A screenshot of a web form with a blue header labeled 'User ID' and a white input field with a red border and a vertical cursor.
3.	Click in the Password field.  A screenshot of a web form with a blue header labeled 'Password' and a white input field with a red border.
4.	Enter the desired information into the Password field. Enter a valid value e.g. " ***** ".  A screenshot of a web form with a blue header labeled 'Password' and a white input field with a red border and a vertical cursor.
5.	Click the Sign In button.  A screenshot of a green button with the text 'Sign In' and a red border.
6.	You are now on the Employee Self Service home page.
7.	End of Procedure.