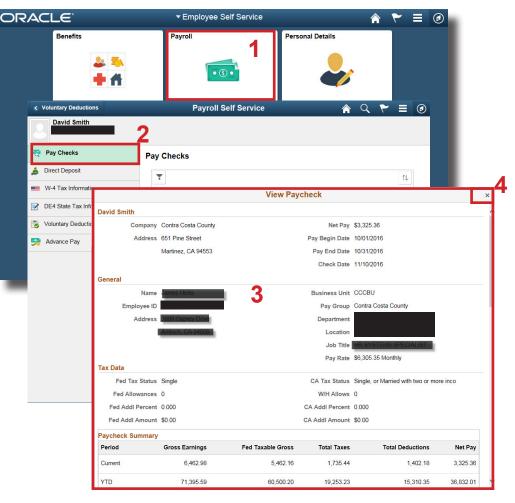


## Contra Costa County PeopleSoft Training Employee Self Service

## **Quick Reference Guide**

## **Viewing Paychecks**

- 1. Click the **Payroll** tile on the **Employee Self Service** home page.
- 2. Click the check you want to review in the information panel
- 3. Review pay check information on the **View Pay Check** page
- Click the "X" in the upper right corner to close the View Pay Check page.



## Note

Use your browser's Print menu to print a copy of a pay check advice.