

WORKDAY QUICK GUIDE

VIEW PAYSLIPS

1. Select the **Pay** worklet.
2. Under **View**, select **Payslips**.



Pay

View

Payslips

3. Choose the payslip you want to view, and select **View**.
4. To print a payslip, select **Print**.

Payslips 1 Item

Company	Period Start Date	Period End Date	Payment Date	Gross Amount	Net Amount	
UW1861 University of Washington	04/01/2017	04/15/2017	04/25/2017	3,125.00	2,410.27	<input type="button" value="View"/>

Period Start Date	Period End Date	Payment Date	Gross Amount	Net Amount		
04/01/2017	04/15/2017	04/25/2017	3,125.00	2,410.27	<input type="button" value="View"/>	<input type="button" value="Print"/>