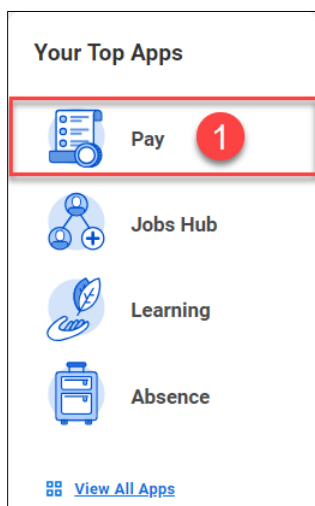


View ADP Pay Statements

Pay statements and W2s are managed by ADP. For your convenience, Workday contains a link to ADP. Of course, you can continue to access ADP the way you currently do. From your **Apps** (or from the menu), click the **Pay** tab to view ADP pay statements and W2s.

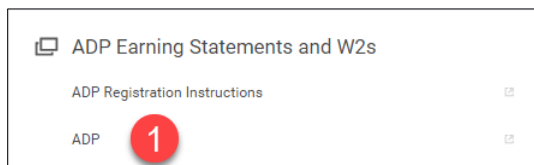
1. Click **Pay**.



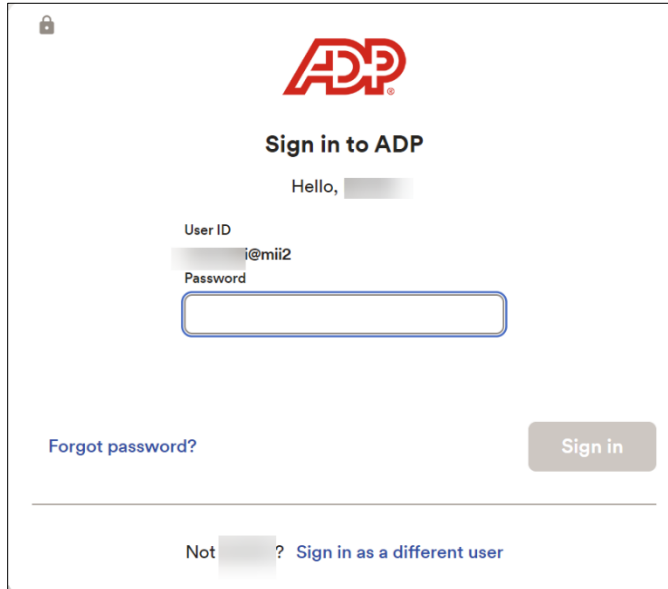
ADP

To view your ADP Pay statements and W2s:

1. In the **ADP Earning Statements and W2s** section, click **ADP**.



2. The ADP website will open in a new browser tab.
3. Sign in to ADP using your ADP **User ID** and **Password**.

A screenshot of the ADP Sign in page. At the top is the ADP logo in red. Below it is the text "Sign in to ADP". A greeting "Hello, [redacted]" is displayed. The "User ID" field contains "[redacted]@mi2". The "Password" field is empty and highlighted with a blue border. Below the password field is a "Forgot password?" link. To the right is a "Sign in" button. At the bottom, there is a link that says "Not [redacted]? Sign in as a different user".

ADP

Sign in to ADP

Hello, [redacted]

User ID
[redacted]@mi2

Password

[Forgot password?](#)

[Sign in](#)

Not [redacted]? [Sign in as a different user](#)

4. If you have not previously signed into ADP, in the **ADP Earning Statements and W2s** section, click **ADP Registration Instructions**.