


How To

View Pay Stubs on NuView Payroll System

- **To Log into NuView** – visit the Human Resources web page on e-Raven and click on the  icon. .
- **User Name and Password:** These are the same as the ones you logon to your Franklin Pierce network / email account and you must be logged into the FPU network with those credentials in order to be able to log-in.
- Now that you have signed in:
 - Select **PAY** from the icons on the screen



- Select View Check Stubs from drop box

- The list of your checks will appear on the next screen. Just click on “view” next to the check you would like to view. It will download as a PDF and you can view, print or save from there.

Employee Check Information

Employee Name:	Employee#:	Profile:	Regulator:
Pay Date	Check No.	Pay Period	Net Pay
08/29/2014		Aug 01, 2014 to Aug 29, 2014	View
07/31/2014		Jul 01, 2014 to Jul 31, 2014	View
06/30/2014		Jun 01, 2014 to Jun 30, 2014	View
05/30/2014		May 01, 2014 to May 30, 2014	View
04/30/2014		Apr 01, 2014 to Apr 30, 2014	View
03/31/2014		Mar 01, 2014 to Mar 31, 2014	View
02/28/2014		Feb 01, 2014 to Feb 28, 2014	View
01/31/2014		Jan 01, 2014 to Jan 31, 2014	View

➤ Notes:

- Depending on your security set-up in the system, your initial log-in may not bring you to the Employee Self-Service screen.
- If so, just click on “Self Service” up on the top left-hand corner of your screen. That will take you to the Employee Self-Service screen and then follow the directions above.

