

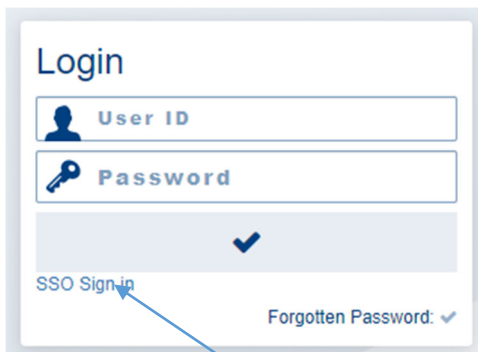


## VIEWING PAY STUBS IN STARGARDEN

### Log In to StarGarden

Log into Self Service Portal (ESS) by following this link <https://sg478.stargarden.net/>

This portal is accessible by desktop or laptop. To Log in, click the SSO sign in link at the bottom of the Login screen. You will need to provide your franklin pierce email address ie smithj@franklinpierce.edu and then your password. If you are logging in from home or off campus, you will follow the same procedure once you click [the https://sg478.stargarden.net/](https://sg478.stargarden.net/)

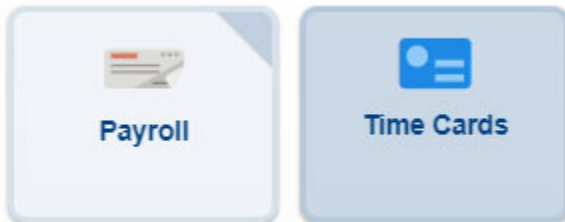


**NEXT...**

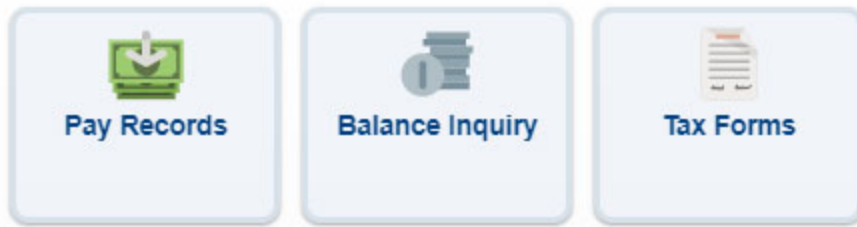
**Click the ESS TILE**



**Click the PAYROLL tile**



Click the **PAY RECORDS** tile



This will bring up a list of all your pay records. Click on the pay record you wish to view and it will open up in PDF format