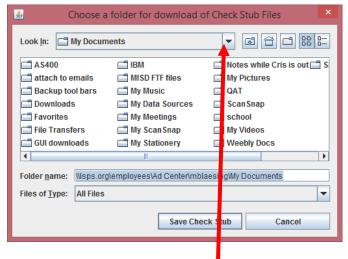
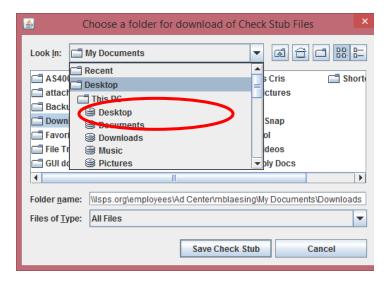
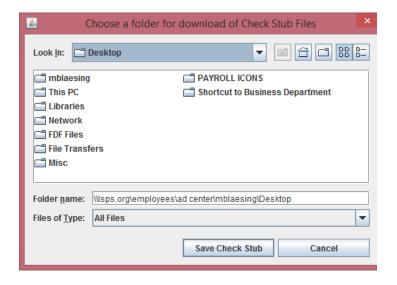
When you click on the button, the screen below will pop up.



- 1. Click the drop down arrow here
- 2. Then chose Desktop from the drop down list

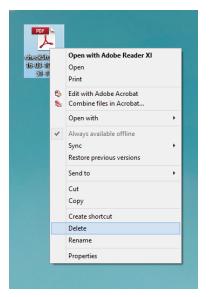


3. Then click on Save Check Stub



4. Now look on your desktop for the icon with the file name checkStub. Double click and the file will open in pdf. You can now print your pay stub.

When done printing your pay stub, you can right-click on the check icon and hold down the Shift key while you select delete.



Then click Yes.

