



vi. The worker portal my Calendar view will update with a confirmed schedule (green) and the need will no longer show on the open needs tab.



5. Payroll Stuffer Tab
 - a. The worker can view and print their payroll check stub and alleviate the office from having to send them in the mail.
 - b. The worker will choose the week ending date for the payroll week they want to view.
 - c. Click on show report.
 - d. The worker can print their paycheck stub.