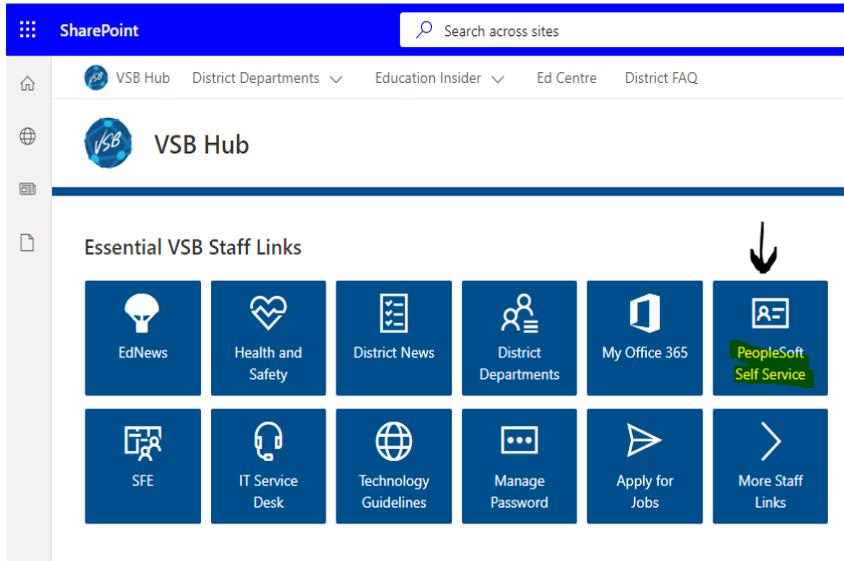
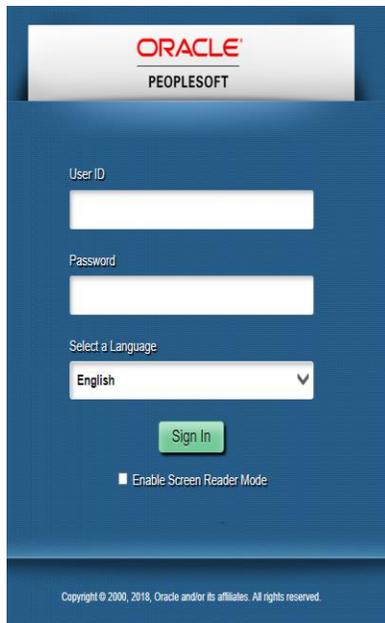


## How to Access your Pay Advice

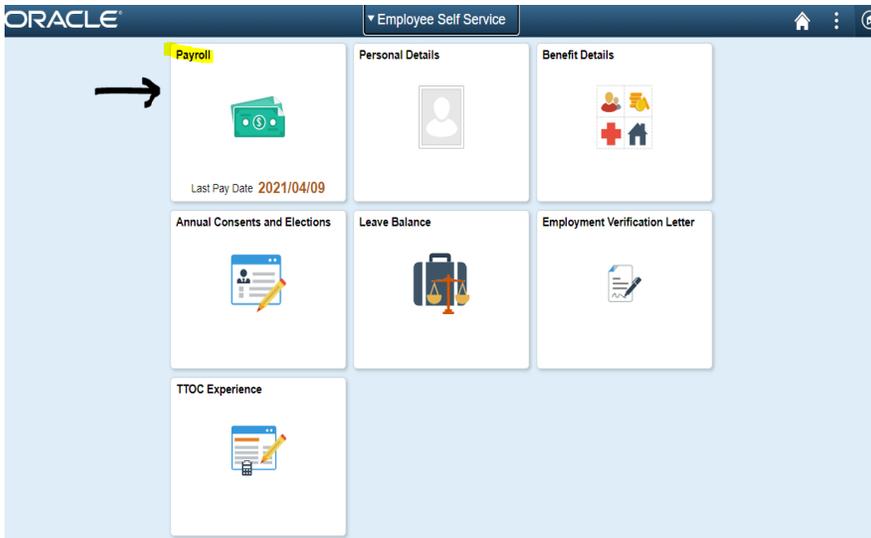
1. Log onto VSB hub through Teams App using your VSB credentials. If you do not know your password please contact the Servicedesk for password reset at 604-713-4444
2. Click on PeopleSoft Self Service Tile



3. You will need to re-enter the same VSB log on credentials to access PeopleSoft



4. Click on the Payroll Tile



- It should default to open to Paycheques and then click on the cheque date

Employee Self Service Payroll

**Paychecks**

- Direct Deposit
- T4/T4A
- Voluntary Deductions

### Paycheques

Cheque Date	Company	Pay Begin Date / Pay End Date
2021/04/09	Vancouver Board of Education	2021/03/20 2021/04/02
2021/03/26	Vancouver Board of Education	2021/03/06 2021/03/19

- A pdf will open for you to print off or save to your device for the vaccination clinic.

<b>Vancouver Board of Education</b> 1580 West Broadway Vancouver, BC V6J 5K8		Pay Group: TCH-Teacher Continuous Contract Pay Begin Date: 2015/04/01 Pay End Date: 2015/04/15	Business Unit Advice #: Advice Date:
Joe Smeeth ABC Lane	Employee ID: 100000XX Department: Elementary Location: Elementary Job Title: Teacher Elementary Pay Rate: \$3,839.40 Semimonthly	<b>TAX DATA:</b> Net Claim Amount: Special Letters: Addl. Percent: Addl. Amount:	