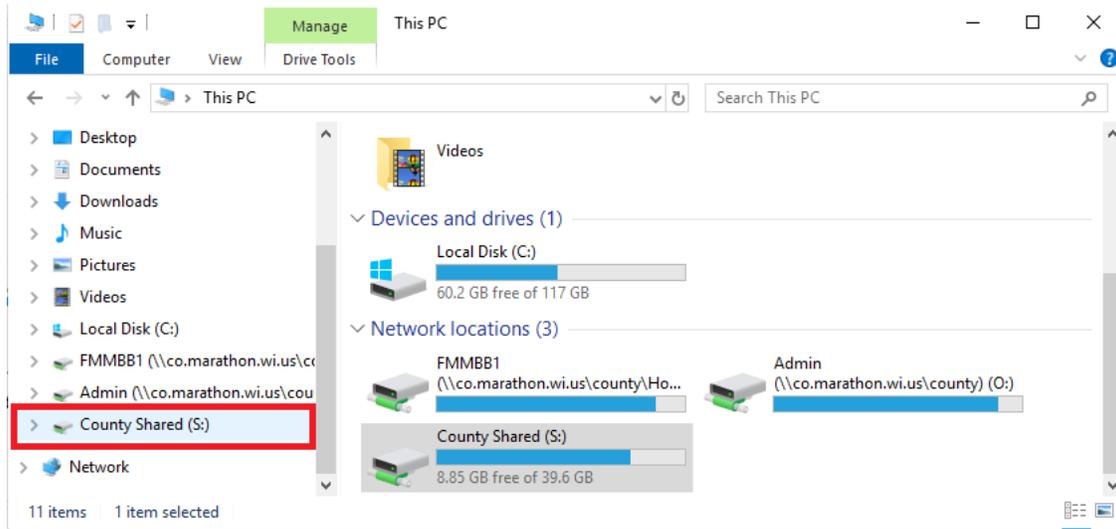
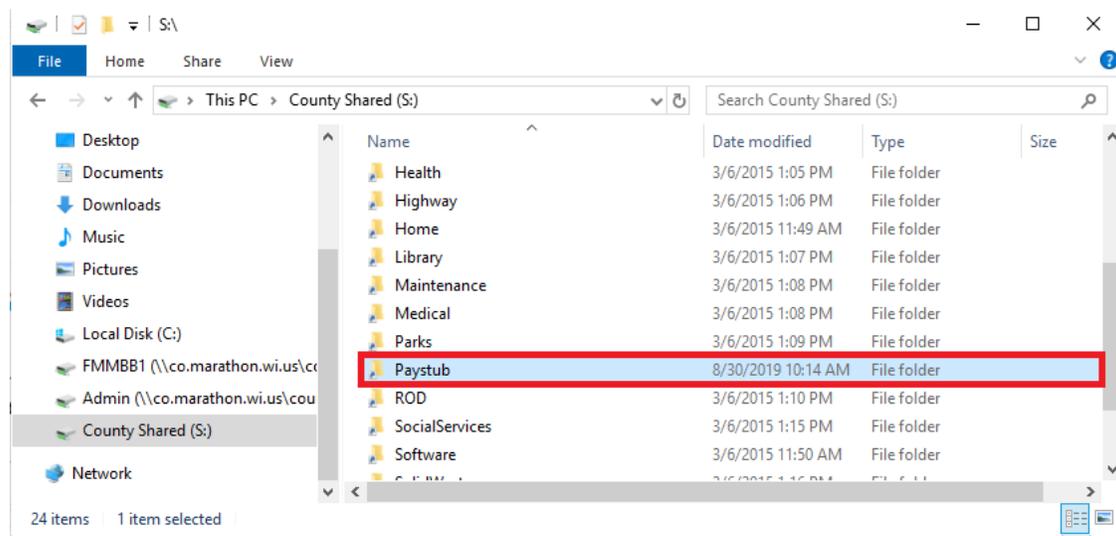


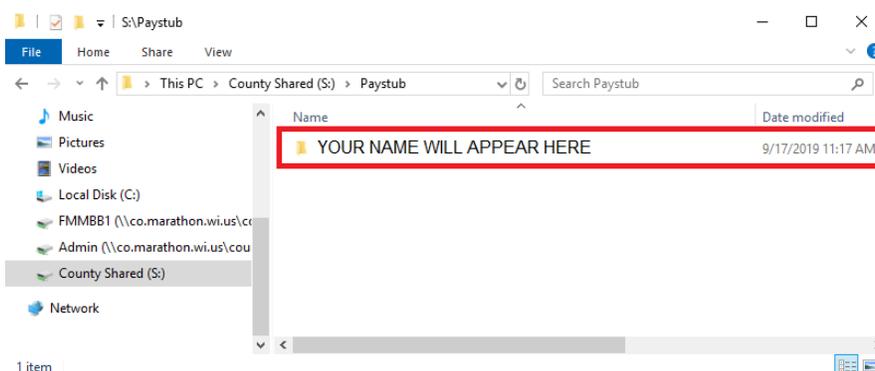
**Marathon County Employees will no longer be receiving paper paystubs. Employees now have access to view and print both current and past paystubs electronically. To locate your paystubs simply navigate to the county Shared (S) drive on your PC.**



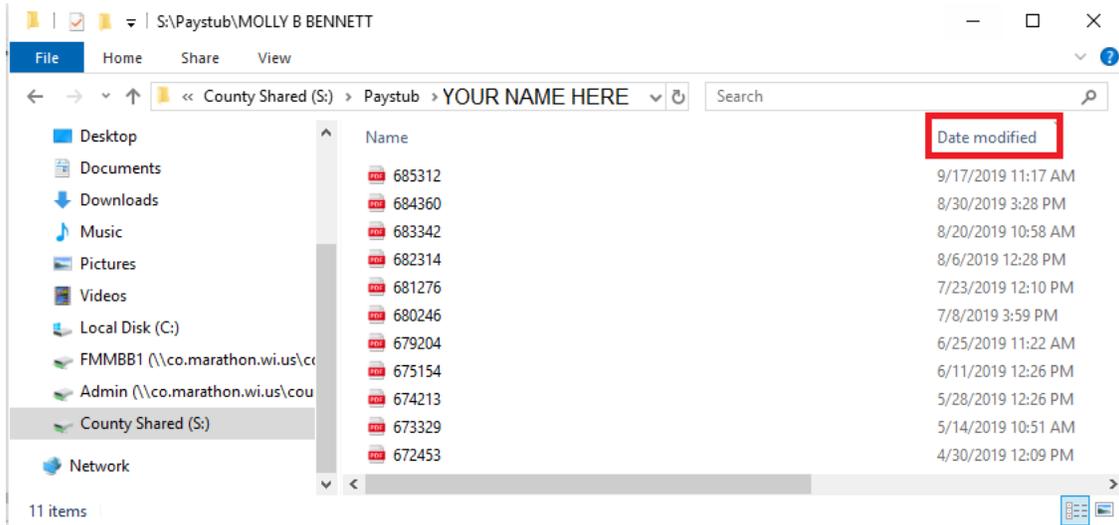
**You will see an alphabetical list of all departments and a folder that says “Paystub” Click the paystub folder.**



**You should see a folder with your name on it. Click to open that folder.**



To sort by date, click the "Date modified" tab.



1 click will organize your paystubs oldest to most recent. To get your most recent paystub to the top. Simply click the "Date modified" tab one more time. Note that the dates here are when your paystub was created, approximately 3 days prior to the actual pay date.

Clicking on the paystub you wish to view will open your paystub in an internet browser window. From there you will have the ability to save or print your paystub.

