

Log into Employee Access by going to www.mansfieldisd.org/skyward

Scroll to bottom for Skyward Employee Access and click on "Login".

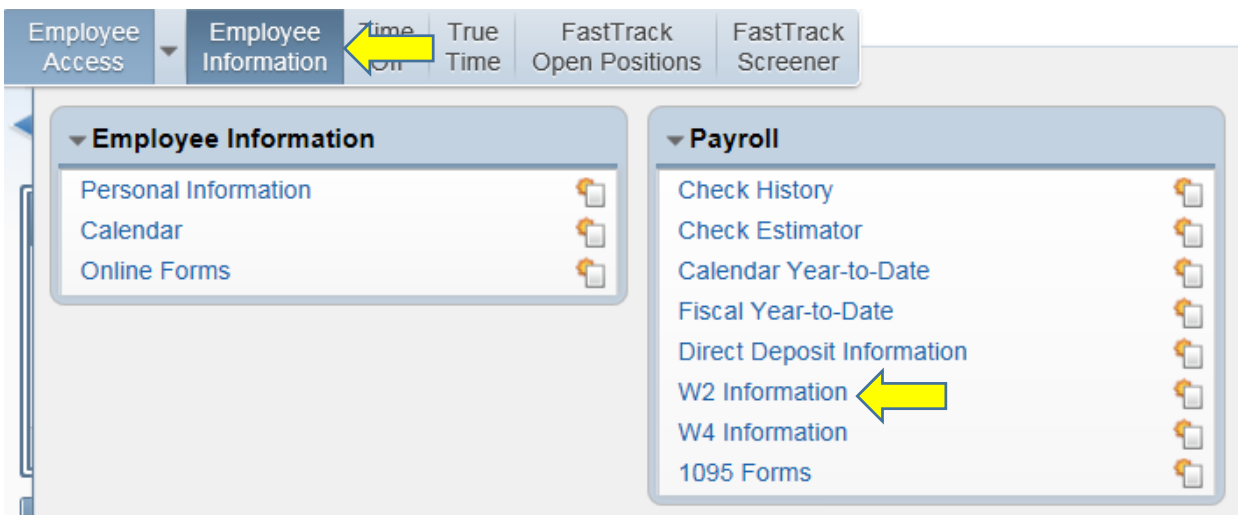


Skyward Employee Access is a web-based service that allows MISD employees to review their personnel, payroll, time off and contract information online 24/7. Information available includes:

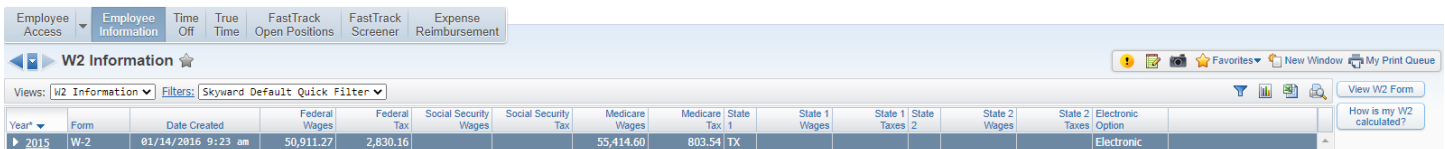
- Payroll information (checks, W2 info, W4 info, time off status, etc.)
- Personnel information (name, address, phone, assignments, certifications, professional development, etc.)
- Have questions? Visit our Skyward employee access frequently asked questions section [here](#).

**Login with your Network ID & Password.

Once inside Employee Access, click on Employee Information. This will drop down the Payroll Menu. Click on W2 Information.



Click "View W2 Form" on right side of screen.



Enter your Social Security Number and click print.

W2 Information

Views: W2 Information Filters: *Skyward Default

Year	Federal Wages	Federal Tax	Social Security Wages	Social Security Tax	Medicare Wages	Medicare Tax	State 1	State 1 Wages	State 1 Taxes	State 2	State 2 Wages	State 2 Taxes	Ele Op
2015	19,422.84	973.54			20,900.02	303.05	TX						

Confirm Authorization

To confirm authorization to print this W2, enter the full Social Security Number of this employee:

Print Cancel

When using Google Chrome, a pdf copy will generate at the bottom of your browser window. Click on W2.

2015W2 (4).pdf

This will create a PDF copy of your W2.

<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">1 19422.84 Wages, tips, other comp.</td> <td style="width: 50%;">2 973.54 Fed. income tax withheld</td> </tr> <tr> <td>3 Social security wages</td> <td>4 Soc. sec. tax withheld</td> </tr> <tr> <td style="text-align: right;">20900.02</td> <td style="text-align: right;">303.05</td> </tr> <tr> <td>5 Medicare wages and tips</td> <td>6 Medicare tax withheld</td> </tr> <tr> <td colspan="2">Employer's name, address, and ZIP code MANSFIELD INDEPENDENT SCHOOL D 605 E BROAD ST MANSFIELD TX 76063</td> </tr> <tr> <td>7 Social security tips</td> <td>8 Allocated tips</td> </tr> <tr> <td>9</td> <td>10 Dependent care benefits</td> </tr> <tr> <td>11 Nonqualified plans</td> <td>12a</td> </tr> <tr> <td></td> <td>12b</td> </tr> <tr> <td>13 Statutory employee</td> <td>12c</td> </tr> <tr> <td>Retirement plan</td> <td></td> </tr> <tr> <td>Third-party sick pay</td> <td></td> </tr> </table>	1 19422.84 Wages, tips, other comp.	2 973.54 Fed. income tax withheld	3 Social security wages	4 Soc. sec. tax withheld	20900.02	303.05	5 Medicare wages and tips	6 Medicare tax withheld	Employer's name, address, and ZIP code MANSFIELD INDEPENDENT SCHOOL D 605 E BROAD ST MANSFIELD TX 76063		7 Social security tips	8 Allocated tips	9	10 Dependent care benefits	11 Nonqualified plans	12a		12b	13 Statutory employee	12c	Retirement plan		Third-party sick pay		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">1 19422.84 Wages, tips, other comp.</td> <td style="width: 50%;">2 973.54 Fed. income tax withheld</td> </tr> <tr> <td>3 Social security wages</td> <td>Soc. sec. tax withheld</td> </tr> <tr> <td style="text-align: right;">20900.02</td> <td style="text-align: right;">303.05</td> </tr> <tr> <td>5 Medicare wages and tips</td> <td>6 Medicare tax withheld</td> </tr> <tr> <td colspan="2">Employer's name, address, and ZIP code MANSFIELD INDEPENDENT SCHOOL D 605 E BROAD ST MANSFIELD TX 76063</td> </tr> <tr> <td>7 Social security tips</td> <td>8 Allocated tips</td> </tr> <tr> <td>9</td> <td>10 Dependent care benefits</td> </tr> <tr> <td>11 Nonqualified plans</td> <td>12a</td> </tr> <tr> <td></td> <td>12b</td> </tr> <tr> <td>13 Statutory employee</td> <td>12c</td> </tr> <tr> <td>Retirement plan</td> <td></td> </tr> <tr> <td>Third-party sick pay</td> <td></td> </tr> </table>	1 19422.84 Wages, tips, other comp.	2 973.54 Fed. income tax withheld	3 Social security wages	Soc. sec. tax withheld	20900.02	303.05	5 Medicare wages and tips	6 Medicare tax withheld	Employer's name, address, and ZIP code MANSFIELD INDEPENDENT SCHOOL D 605 E BROAD ST MANSFIELD TX 76063		7 Social security tips	8 Allocated tips	9	10 Dependent care benefits	11 Nonqualified plans	12a		12b	13 Statutory employee	12c	Retirement plan		Third-party sick pay	
1 19422.84 Wages, tips, other comp.	2 973.54 Fed. income tax withheld																																																
3 Social security wages	4 Soc. sec. tax withheld																																																
20900.02	303.05																																																
5 Medicare wages and tips	6 Medicare tax withheld																																																
Employer's name, address, and ZIP code MANSFIELD INDEPENDENT SCHOOL D 605 E BROAD ST MANSFIELD TX 76063																																																	
7 Social security tips	8 Allocated tips																																																
9	10 Dependent care benefits																																																
11 Nonqualified plans	12a																																																
	12b																																																
13 Statutory employee	12c																																																
Retirement plan																																																	
Third-party sick pay																																																	
1 19422.84 Wages, tips, other comp.	2 973.54 Fed. income tax withheld																																																
3 Social security wages	Soc. sec. tax withheld																																																
20900.02	303.05																																																
5 Medicare wages and tips	6 Medicare tax withheld																																																
Employer's name, address, and ZIP code MANSFIELD INDEPENDENT SCHOOL D 605 E BROAD ST MANSFIELD TX 76063																																																	
7 Social security tips	8 Allocated tips																																																
9	10 Dependent care benefits																																																
11 Nonqualified plans	12a																																																
	12b																																																
13 Statutory employee	12c																																																
Retirement plan																																																	
Third-party sick pay																																																	

You may now print or save this copy for your records.