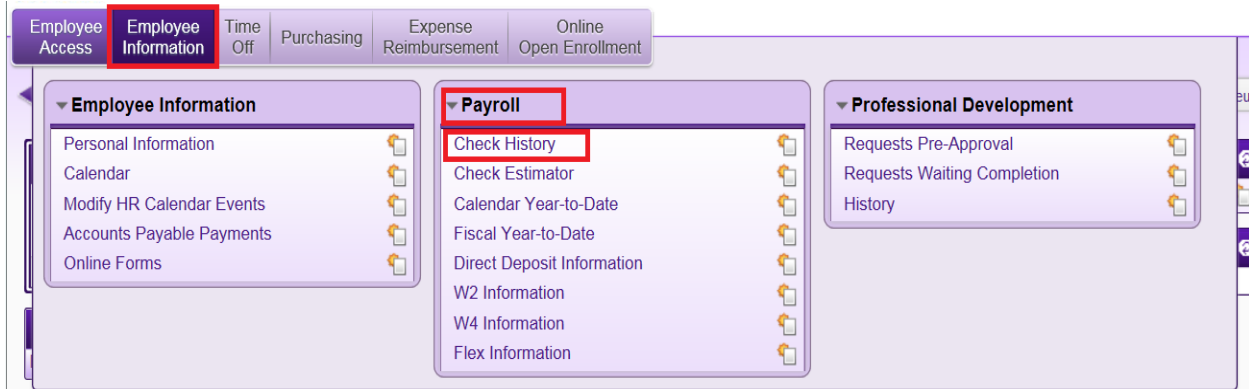


To View Check Information:

1. Login into Skyward Employee Access.
2. Select the "Employee Information" tab.
3. Click on "Check History" under the "Payroll" tab.



4. Select any "Check Number," as listed in the column to view desired check.

The screenshot shows the Skyward Check History page. The page title is "Check History" with a star icon. Below the title, there is a "Views" dropdown menu set to "Check Date Seq - Check Detail Information" and a "Filters" dropdown menu set to "*Skyward Default". A table displays a list of checks with columns for Check Date, Check Number, Gross Wages, Net Amount, and C/T. A red arrow points to the "Check Number" column.

Check Date	Check Number	Gross Wages	Net Amount	C/T
▶ 11/30/2015	900241219	2,618.75	1,573.28	R
▶ 11/13/2015	900240338	2,618.75	1,573.28	R
▶ 10/30/2015	900239464	2,618.75	1,573.28	R