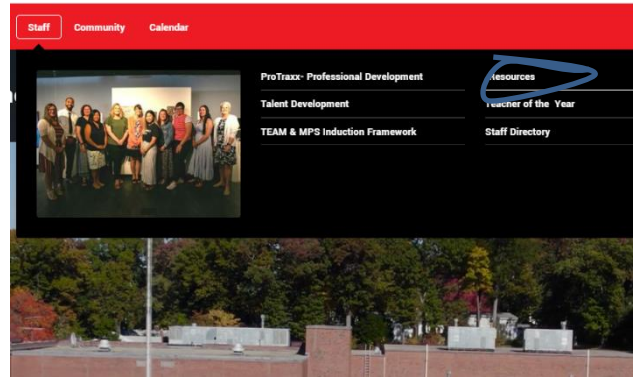


MUNIS Employee Self Service User Login Information

Logging in to MUNIS Self Service

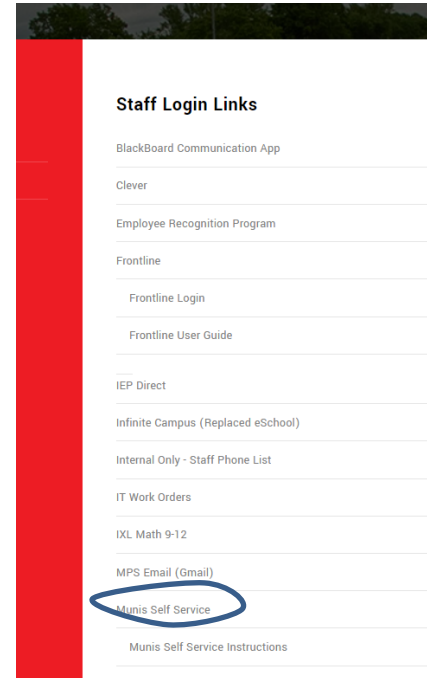
Go to the Manchester Public Schools website at www.mpspride.org.

Click on STAFF at the top and then click on RESOURCES.



Scroll down to MUNIS SELF SERVICE and click on it.

You will be directed to the TOWN OF MANCHESTER SELF SERVICE SCREEN.

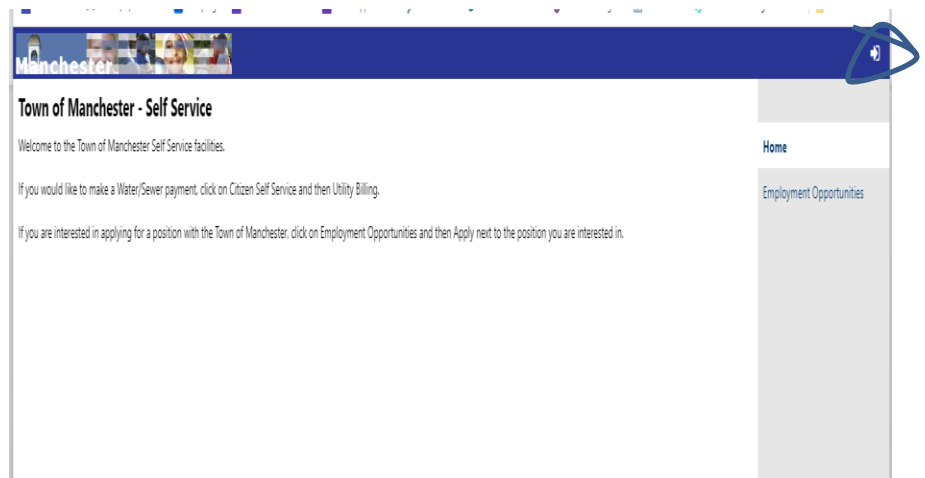


At the top right side of the screen click on LOGIN icon.

Enter your username* and password* and click the LOGIN box.

**Your username is usually your first initial and last name. Your initial password is the last four digits of your social security number. If you are prompted to change your password, you will need to log out and log back in to access your records.*

To logout, click on your name at the top right-hand side of the screen. Scroll down and click on Logout.



If you are experiencing difficulty accessing MUNIS Self Service, please email wfreeman@mpspride.org for assistance.