

Alio Employee Service Portal Login



Go to the following URL to access the Alio Employee Service Portal: <https://smps.erplinq.com/ESP/>

From the Sign In screen, click **Create an account**.

You will need your employee ID number to create an account.

Sign In to Employee Service Portal

Username:

Password:


[Forgot your username?](#)
[Forgot your password?](#)
[Create an account](#)

Attention: this application is supported in the following browsers:
Windows Internet Explorer® 11
Microsoft® Edge®
Mozilla® Firefox® 59
Google® Chrome® 65
Safari® 6 - MAC only.
Functionality cannot be guaranteed if you are using an unsupported browser.

Complete Personal Information and Profile Information screen, then click **Submit**.

Create New Account

Personal Information

Employee No	<input type="text"/>	First Name	<input type="text"/>
Last Name	<input type="text"/>	Last 4 of Social Security No	<input type="text"/>
Birth Date	<input type="text"/> 	Zip Code	<input type="text"/>

Profile Information

User Name	<input type="text"/>	Minimum 6 characters
New Password	<input type="text"/>	Minimum 8 characters with at least one number and one special character
Confirm Password	<input type="text"/>	
E-mail	<input type="text"/>	
E-mail is used for system notifications and for retrieving login information.		
Personal Question 1	<input type="text"/>	
Personal Answer 1	<input type="text"/>	
Personal Question 2	<input type="text"/>	
Personal Answer 2	<input type="text"/>	
Personal Question 3	<input type="text"/>	
Personal Answer 3	<input type="text"/>	

*All information is required

You will receive a confirmation e-mail. Follow the directions in the e-mail to verify and sign in to your account.

Click on **Payroll** tab to view payroll information.



Select calendar year to view past pay dates (in green), then click on date to view pay information.

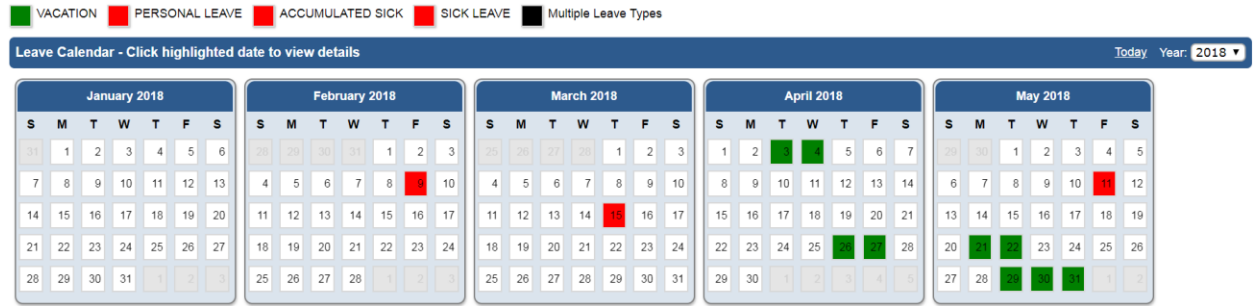
Click on **Print a Copy** to reprint Pay Check/Advice Detail.

The screenshot displays the 'Payroll' section of the Employee Service Portal. At the top left is the 'Payroll' logo. On the right, there are links for 'Pay Check Calendar', 'Salary Compensation', 'Years of Experience', and 'W-2s'. Below this is a legend indicating that green squares represent 'Past pay date'. A navigation bar shows 'Pay Check Calendar - Click highlighted date to view details' and a dropdown menu for the year '2018'. The main content consists of 12 monthly calendar grids for 2018, arranged in three rows. Each grid shows days of the week (S, M, T, W, T, F, S) and dates. Past pay dates are highlighted in green: January 31, February 28, March 30, April 29, May 26, June 27, July 29, August 30, September 27, October 27, November 27, and December 27.

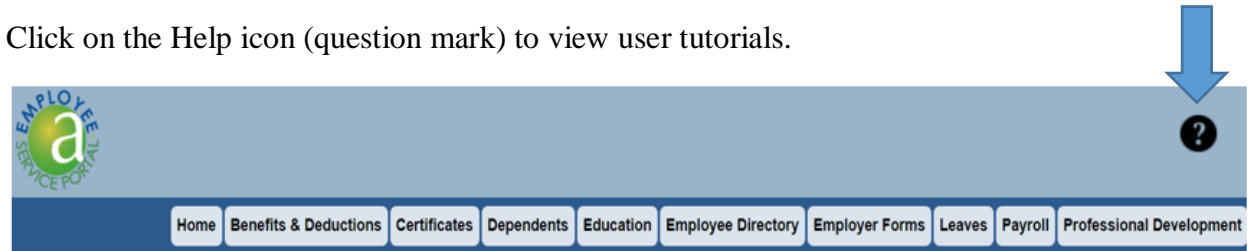
Click on **Leaves** tab to view Leave Summary.



Select calendar year to view past leave dates, then click on date to view leave information.



Click on the Help icon (question mark) to view user tutorials.



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About the Alio Employee Service Portal

Welcome to Alio Employee Service Portal!

The Alio Employee Service Portal (ESP) software solution interfaces with the Alio Human Resources System (HRS). Alio ESP is designed to help your organization implement and manage a portal that employees can use to view their payroll advice, leave accruals, education and certificates on file, payroll deductions, and *benefit* package enrollments; and submit requests to change their personal information, enroll in new benefit plans or change their current benefit plan enrollments, request additional payroll deductions, request leave, add or change their direct deposit allocation, change their federal and state withholding, and enter weekly time reports.