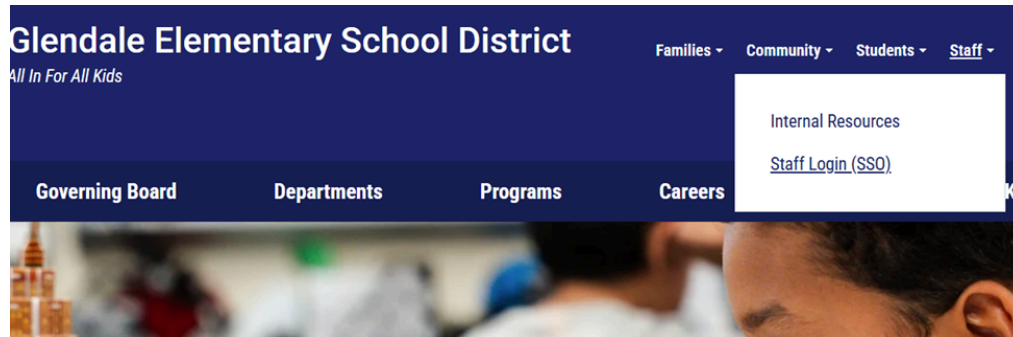


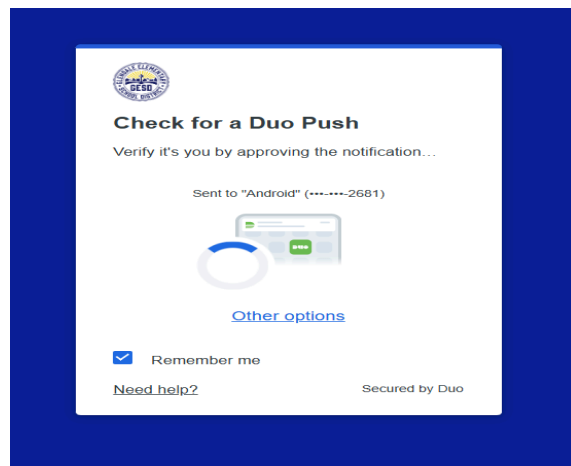


LOGGING IN TO EMPLOYEE ACCESS FOR THE FIRST TIME

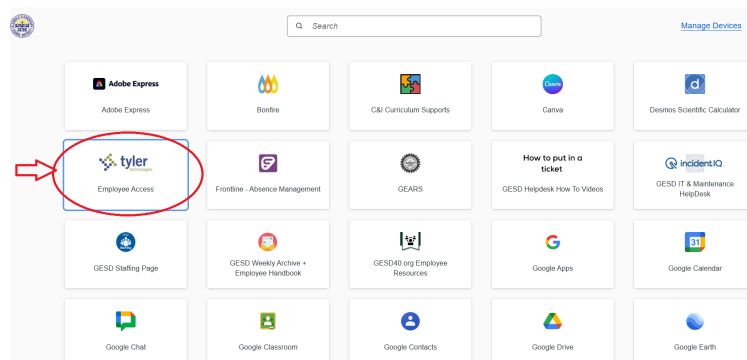
1. To access Employee Access From GESD main website, select “**Staff Login (SSO)**”



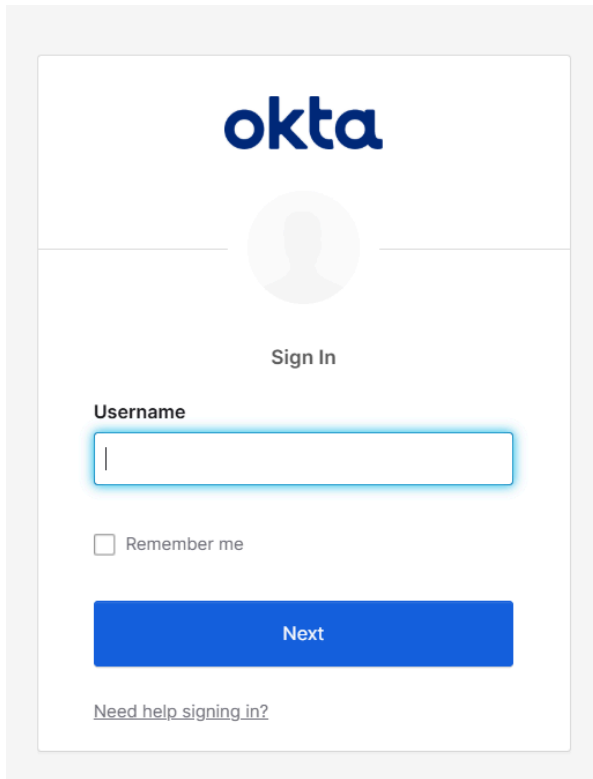
2. Check for Duo on your cell phone to verify your identity



3. Once on the Single Sign On Landing page, select the Tyler Employee Access Icon



4. Your next screen will look like this. Use your GESD email and Network password to log in: accessing your account using your full email address: yamen@gesd40.org

The image shows the Okta Sign In page. At the top is the Okta logo. Below it is a placeholder for a user profile picture. Underneath the picture is the text "Sign In". Below that is a "Username" label followed by a text input field. Below the input field is a checkbox labeled "Remember me". At the bottom of the form is a blue "Next" button. Below the button is a link that says "Need help signing in?".

okta

Sign In

Username

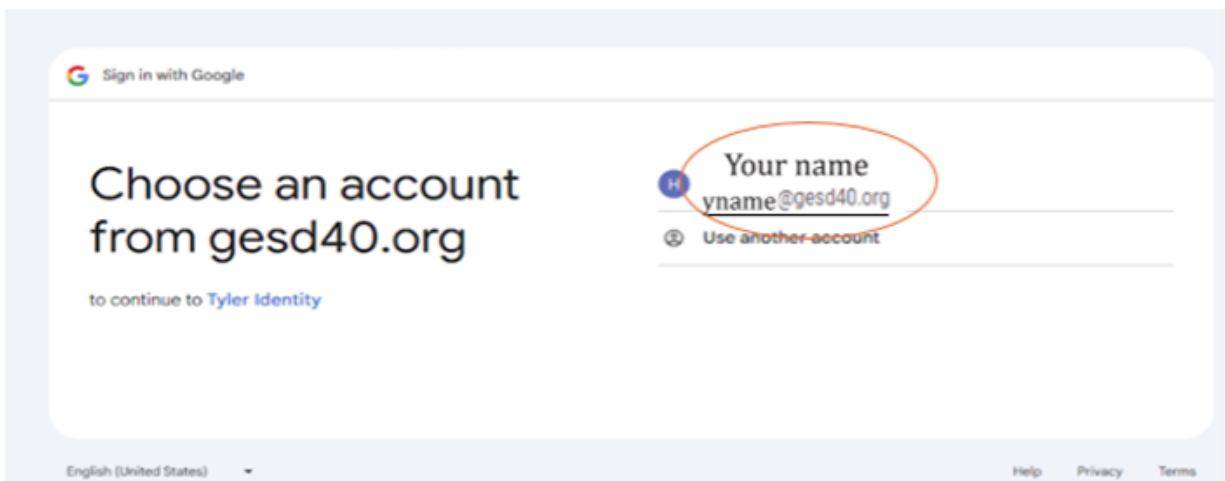
☐ Remember me

Next

[Need help signing in?](#)

NOTE: access your account
Using your full email
address: yname@gesd40.org

5. Select you GESD google account

The image shows the Google account selection screen. At the top is the "Sign in with Google" header. Below it is the text "Choose an account from gesd40.org" and "to continue to Tyler Identity". On the right side, there is a list of accounts. The first account is "Your name yname@gesd40.org" with a blue circle containing the letter 'H' next to it. Below this account is a link that says "Use another account". At the bottom of the screen, there is a language selector set to "English (United States)" and links for "Help", "Privacy", and "Terms".

Sign in with Google

Choose an account from gesd40.org

to continue to Tyler Identity

Your name
yname@gesd40.org

Use another account

English (United States)

Help Privacy Terms

6. The System requires you to verify yourself. Enter the requested information and select 'Submit' once done:

Employee Access

Welcome to Glendale Elementary School District's Employee Access!

Since it's your first time logging in with us, please enter the following information to allow us to locate your employee record.

User: First and Last name
Email: name@gesd40.org
Not you?

Email address*

Last four of SSN*

Birthday*
09/09/2022

Zip Code*

Submit

Enter your HOME zip code

Enter your Zip Code

The data you enter is protected and is only to verify your information in order to link you into your new account. If an error occurs please double check that all the information that you have entered is correct.

7. Welcome to Employee Access

Home

EMPLOYEE ACCESS

- My information
- My time
- My pay
- My benefits
- My tasks

Latest paycheck

02/10/2026

Take home pay

Total pay

View all checks

Profile

Make sure your personal information is up to date

Go to my profile

Announcements

Resources

2025 Tax documents

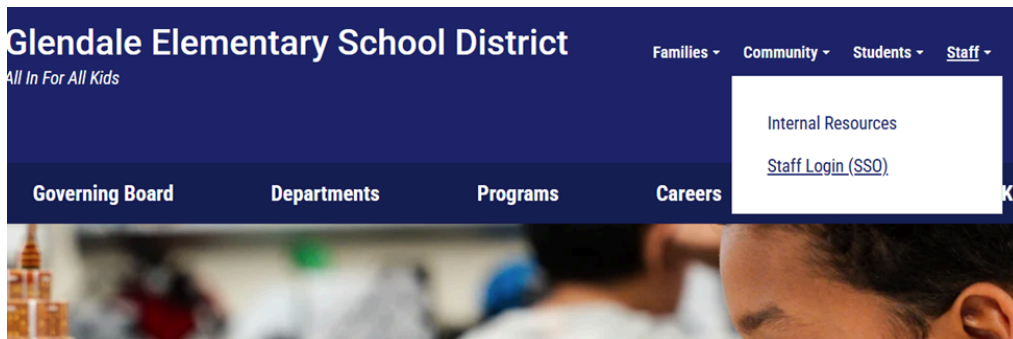
Feel free to explore and see where all these tabs and dropdowns will take you. Get to know our new GESD Employee Access Platform!

For any questions, please contact: Sara Luque HR Technician-Systems [623.237.7227](tel:623.237.7227)
Hogla Gonzalez HR Systems Specialist [623.237.7106](tel:623.237.7106)

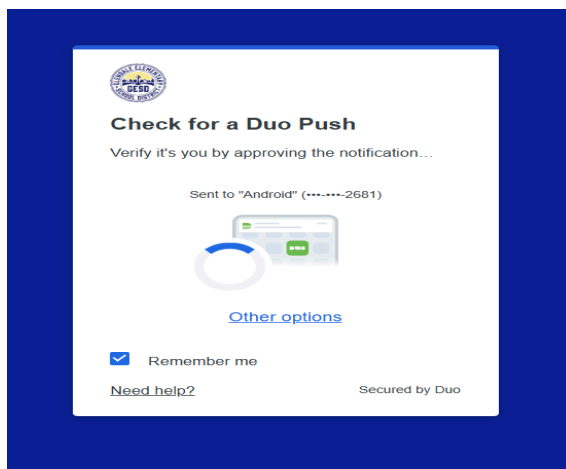


INGRESAR AL ACCESO DE EMPLEADOS POR PRIMERA VEZ

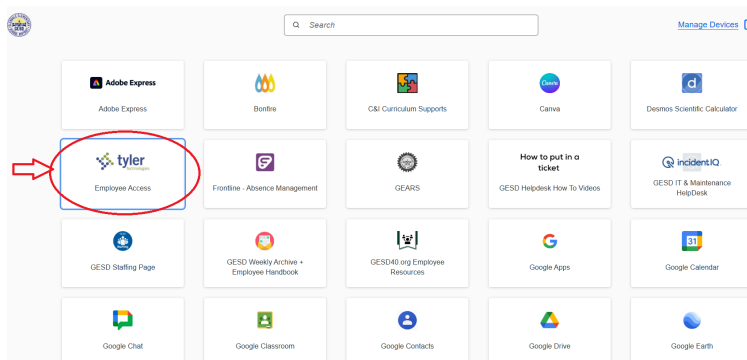
1. Para ingresar al Acceso de Empleados a través del sitio web, GESD, elija **“Personal (SSO)”**



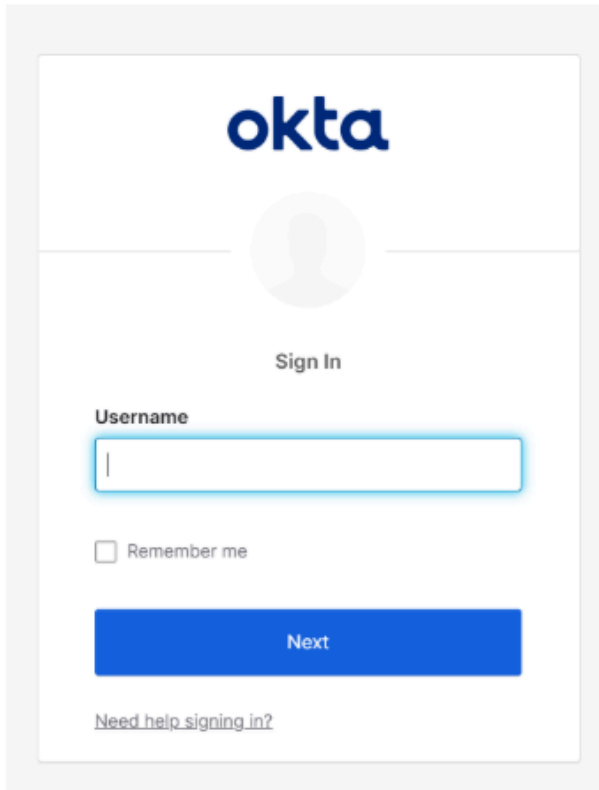
2. Busca DUO en tu celular para verificar tu identidad



3. Una vez en la página de inicio de sesión único, selecciona el icono de Acceso de los empleados.



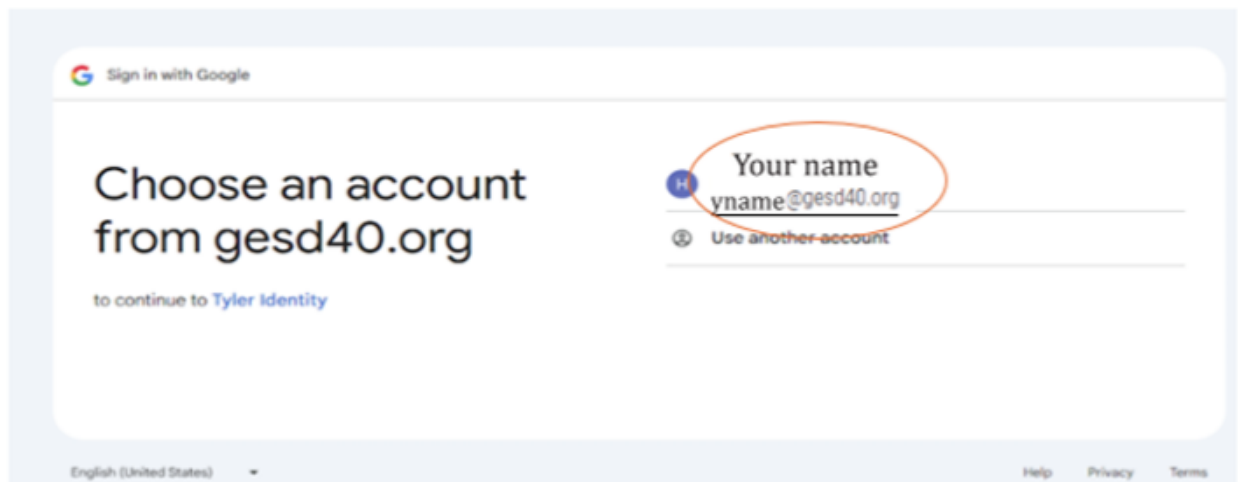
4. La siguiente pantalla será similar a la que aparece aquí. Utilice su correo electrónico de GESD y su contraseña de red para iniciar su sesión. yamen@gesd40.org



The image shows the Okta Sign In interface. At the top is the Okta logo. Below it is a circular placeholder for a user profile picture. Underneath the placeholder is the text "Sign In". Below that is a label "Username" followed by a text input field. Below the input field is a checkbox labeled "Remember me". Below the checkbox is a blue button labeled "Next". At the bottom is a link that says "Need help signing in?".

NOTE: access your account
Using your full email
address: yname@gesd40.org

5. Elija su cuenta de google de GESD: **(Nombre de usuario)**



The image shows the Google Sign In "Choose an account" screen. At the top left is the Google logo and the text "Sign in with Google". The main heading is "Choose an account from gesd40.org". Below this is the text "to continue to Tyler Identity". On the right side, there is a section titled "Your name" with a blue circular icon containing a white 'H' to the left. Below the title is the email address "yname@gesd40.org". Below the email address is a link that says "Use another account". The email address and the "Your name" title are circled in orange. At the bottom left is the text "English (United States)" with a dropdown arrow. At the bottom right are links for "Help", "Privacy", and "Terms".

6. El sistema le pide que se verifique. Ingrese la información solicitada y seleccione "enviar" una vez que haya terminado.

Employee Access

Welcome to Glendale Elementary School District's Employee Access!

Since it's your first time logging in with us, please enter the following information to allow us to locate your employee record.

User: First and Last name
Email: name@gesd40.org
[Not you?](#)

Email address*

Last four of SSN*

Birthdate*
09/09/2022

Zip Code*

Submit

Enter your HOME zip code

Enter your Zip Code

The data you enter is protected and is only to verify your information in order to link you into your new account. If an error occurs please double check that all the information that you have entered is correct.

11:29 AM 9/9/2022

7. ¡Bienvenidos al Acceso de Empleados (Employee Access)!

Home

EMPLOYEE ACCESS

- My information
- My time
- My pay
- My benefits
- My tasks

Latest paycheck
02/10/2026
Take home pay
Total pay
[View all checks](#)

Profile
Make sure your personal information is up to date
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