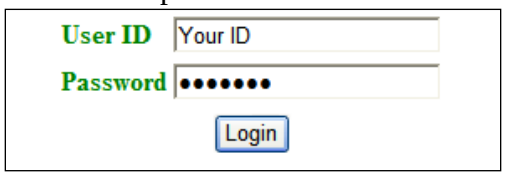
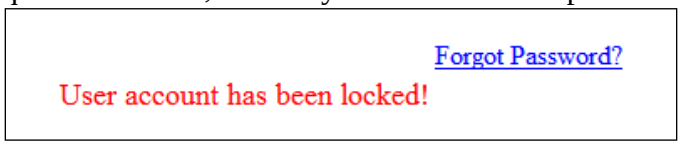
Smart Systems – SMART eR

Go to the district website, click on the link for staff data and select the ESS login.

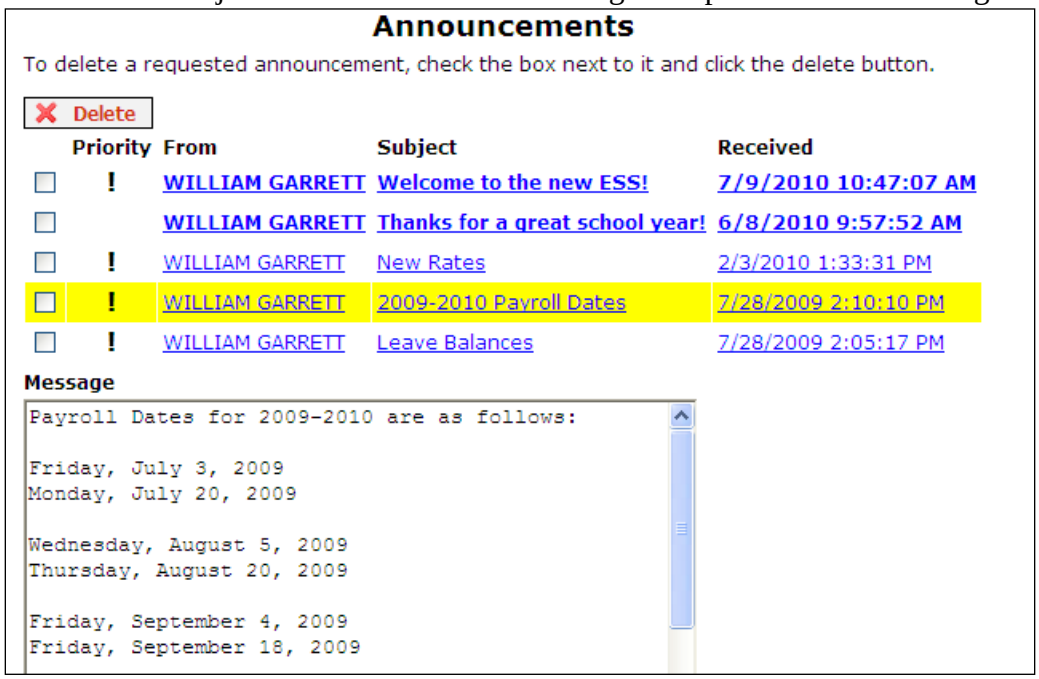
Reminder – passwords are case sensitive.



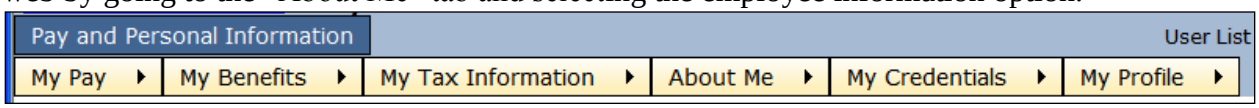
If your account becomes locked, you could get reset if you have previously set up a security question. If not, contact your district office personnel to be unlocked.



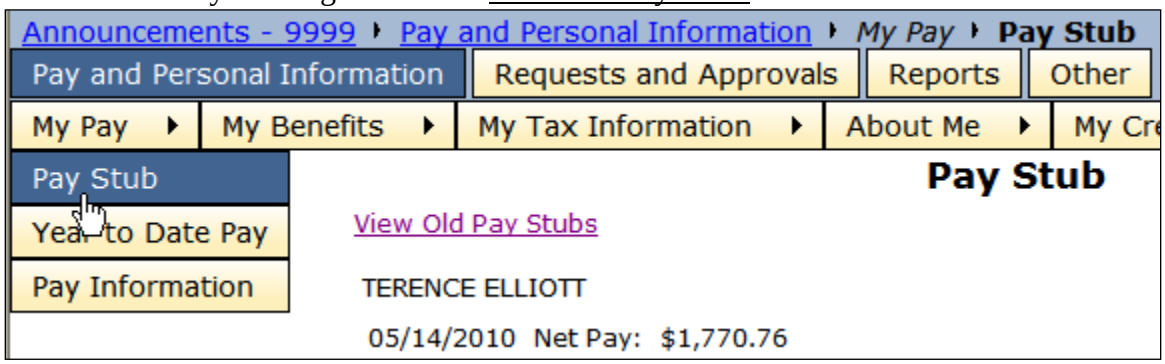
The Announcements is the first page you will see. Any messages sent to an employee will be referenced on this page. Bold messages are new and have not yet been read.
Click on the Subject information and the message will preview in the message box.

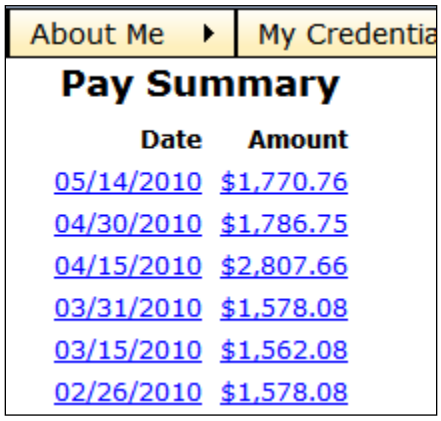


Information available to the employee:
Click on the tab "Pay and Personal Information" tab and the available information categories will display below. If allowed by your district an employee can change their home address on the web by going to the "About Me" tab and selecting the employee information option.

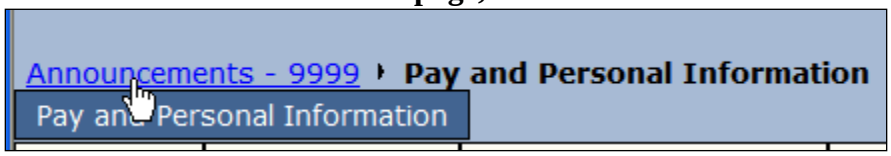


Click on “Pay Stub” and it will display your most current payroll check. Past payroll information can be viewed by clicking on the link View Old Pay Stubs.





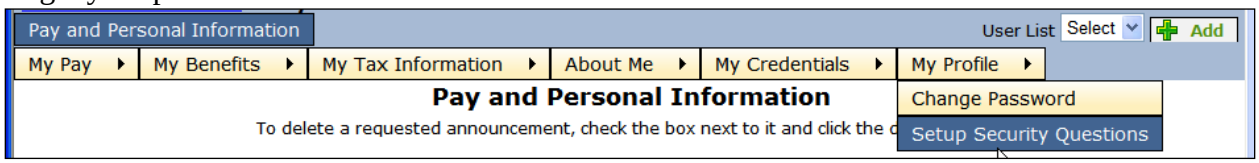
Return to the announcements page, click as shown.



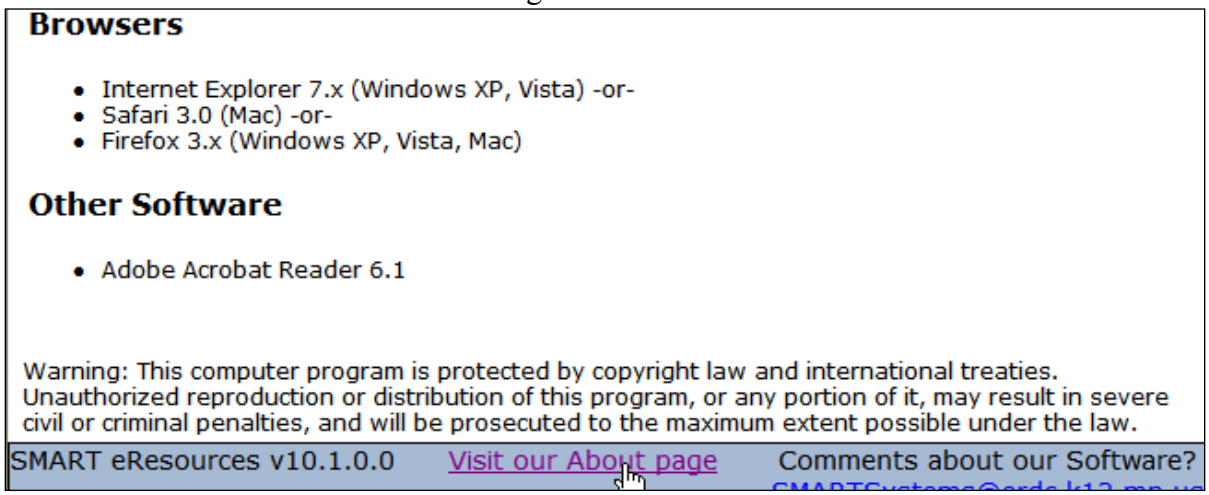
Logging out – click here.

Setup up your own User List or “Favorites” within this website. Click here and the page you are currently on will be added to your User List.

Please setup a security question; this will avoid the process of being locked out in the event you forget your password.

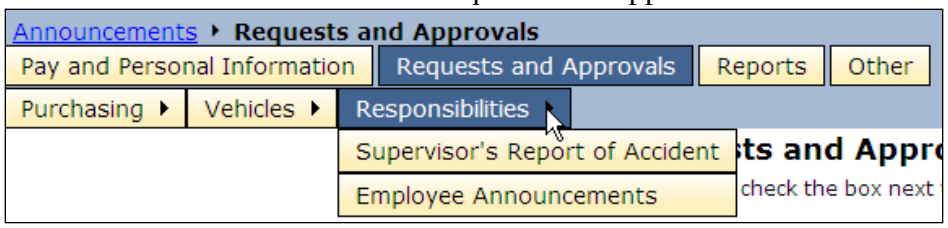


To preview the browsers that are supported by this application, scroll to the bottom of any page and click on the link "Visit our About Page".

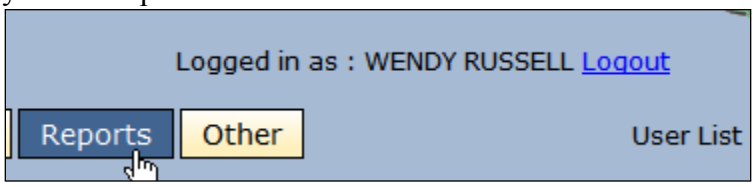


Additional Rights:
If you are an employee with additional rights in SMARTeR you might have some or all of the additional tabs as shown below:

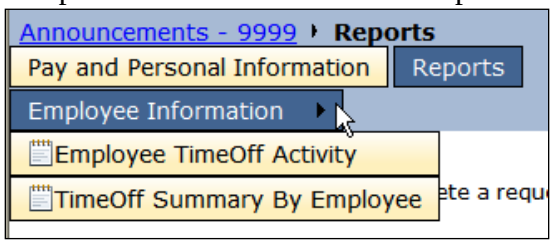
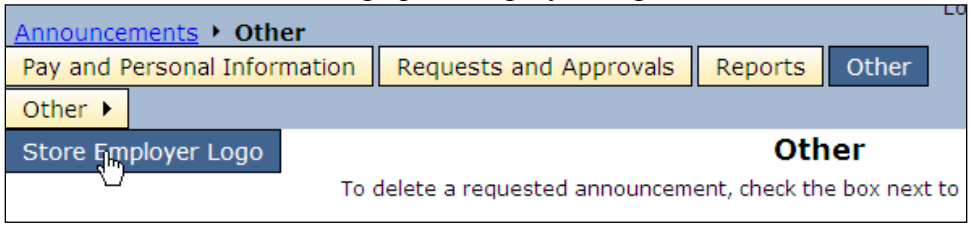
Web pages for Purchasing, Vehicles, Supervisor's Report of Accident, and the Employee Announcements are found under Requests and Approvals:



If you are an employee with access to reports in eR, you will have an additional tab available to you in "Reports".



Sample information for TimeOff reports:



The "Other" tab is for setting up an Employer Logo and is limited to administrative use.