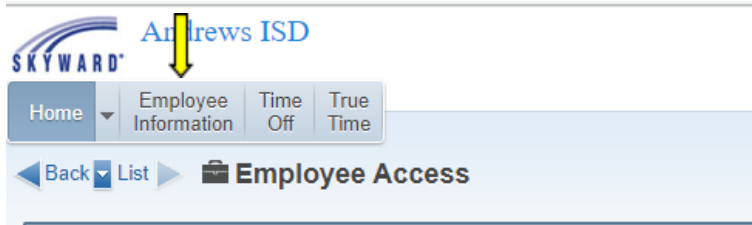
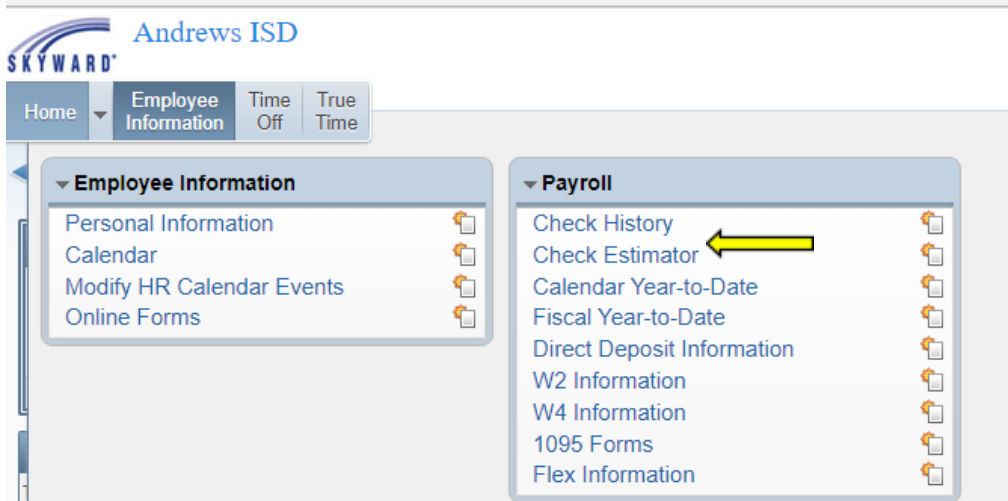


Check Estimator

Employee Access



Employee Information / Payroll / Check Estimator



Under **Tax Information** you will see available options on the W-4 Employee's Withholding Certificate.

Make desired selections:

- Federal Marital Status
- Step 2
- Step 3
- Step 4

****Currently Texas has no state income tax****

Tax Information

* Tax State: ☒ 2020 or After W-4

* Federal Marital Status: * State Exemptions:

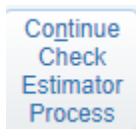
* State Marital Status:

☐ Step 2 Step 3: Step 4a: Step 4b:

Under **Select Pays** you will select your primary position pay code (tch, aide, secretary, custodian, etc) and any additional stipends/pay received monthly.

- The rate should default to your currently monthly gross income

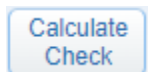
Continue Check Estimator Process in the upper right corner of the screen



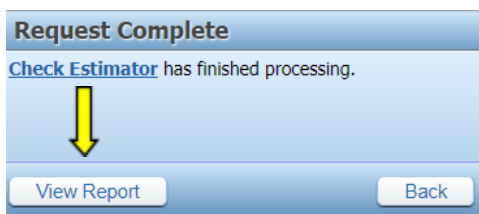
The next screen will show you payroll deductions currently deducted from your pay

- Insurance Premiums
- Credit Union

Calculate Check in the upper right corner of the screen



View Report



You will get estimated check Information based on the chosen tax selections. You can go back to the tax information screen and make changes to tax selections and regenerate the estimated check information for comparison.

This tool should only be used for estimating your check. Any changes made will not update your withholding information to affect your paycheck. **To make changes, you must come to the Payroll office and complete a new W4 form.**