

## HOW TO LOGIN TO E-PAY HEALTHROSTER EOL

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1. Click on this [link](#) to log on
2. Enter your **Username** and **Password** and click on the **Login** button.



Your **Username** is your last name followed by your Assignment Number.  
Please use your Assignment Number as your Password when you log on for the first time and then follow the steps at point 3 below to change your **Password**.

Example login:

Username: Smith12345678

Password: 12345678

3. The first time you login in to Employee Online or when you use a single login link, you will be asked to change your password. Please follow the instruction on screen.



4. If you have forgotten your password, you are now able to reset this yourself using the 'Forgotten Password' link on the [login page](#). Once you have entered your email address, wait for an email which will contain a single use login where you will be asked to create a new password.