

# Employee: The Pay History Tab

Last Modified on 10/31/2019 12:35 pm CDT

## What is WebCenter?

The employee portal of WebCenter gives you, the temp employee, access to important information including paycheck stubs, assignment info, and important documents.

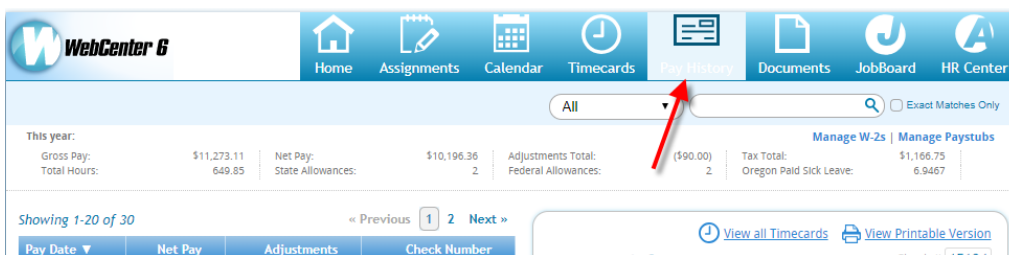
**\*Note\*** Each staffing company has a unique URL link to WebCenter and will need to provide you with log in credentials. These same credentials are used to log into HRCenter.

Check out [Employee: Welcome to WebCenter](#) for more information.

## The Pay History Tab

The 'Pay History' tab can be used by your employer to offer you the ability to access and view your pay checks in WebCenter. Within this article, we will teach you how to find and print those pay stubs.

You can easily locate your paychecks by interacting with the 'Pay History' tab:



There are two distinct sections here to review:

1. W-2 Info
2. Check info

## W-2 Information

The top section contains working year-to-date information about your pay information including gross pay, net pay, and tax info derivative from your W-4. Here, you may also view W-2s from past years by selecting 'Manage W-2's':

The screenshot shows the WebCenter 6 interface. At the top, there is a navigation bar with icons for Home, Assignments, Calendar, Timecards, Pay History, Documents, JobBoard, and HR Center. Below the navigation bar, there is a search bar and a summary of year-to-date information. A red box highlights the 'Manage W-2s' link. Below the summary, there is a table of paychecks and a detailed view of a specific paycheck for 9/19/2018.

Pay Date	Net Pay	Adjustments	Check Number
10/5/2018	\$100.01	\$0.00	15104
9/19/2018	\$336.06	(\$15.00)	15021
8/24/2018	\$295.50	(\$15.00)	4808
8/24/2018	\$199.48	\$0.00	4819
8/21/2018	\$110.82	\$0.00	210702
8/16/2018	\$177.86	\$5.00	210697
8/10/2018	\$69.27	\$0.00	210565

Paycheck for 9/19/2018		Check # 15021
Gross Pay	\$348.75	
Adjustment Deductions	(\$15.00)	
Tax Deductions	\$27.69	
<b>Net Pay</b>	<b>\$336.06</b>	

Once you have selected 'Manage W-2s,' you will be taken to a page displaying available W-2s for print/review:

The screenshot shows the 'Available Electronic W-2's' page in the WebCenter 6 interface. The page has a navigation bar at the top and a main content area. A red box highlights the year '2017' in the 'Change W-2 Options' section. Below the main content area, there is a footer with contact information.

## Check Info

In the lower portion on the left side, past paychecks will be displayed.

To view a paycheck, select the check line item. The highlighted paycheck will display on the right side.

If you would like to print the stub, select 'View printable version':

All   Exact Matches Only

This year: Gross Pay: \$11,273.11 Net Pay: \$10,196.36 Adjustments Total: (\$90.00) Tax Total: \$1,166.75  
 Total Hours: 649.85 State Allowances: 2 Federal Allowances: 2 Oregon Paid Sick Leave: 6.9467

Manage W-2s | Manage Paystubs

Showing 1-20 of 30 « Previous 1 2 Next »

Pay Date	Net Pay	Adjustments	Check Number
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8/21/2018	\$110.82	\$0.00	210702
8/16/2018	\$177.86	\$5.00	210697
8/10/2018	\$69.27	\$0.00	210565
8/3/2018	\$666.01	(\$50.00)	210449
6/18/2018	\$415.67	\$0.00	210098
6/8/2018	\$162.54	\$0.00	3381
5/16/2018	\$539.64	\$0.00	32661
5/3/2018	\$133.91	\$0.00	209591
5/3/2018	\$277.05	\$0.00	32519
4/27/2018	\$2,323.28	\$248.50	32413
4/25/2018	\$180.08	\$0.00	32468

View all Timecards View Printable Version

**Paycheck for 9/19/2018** Check # 15021

Gross Pay \$348.75  
 Adjustment Deductions (\$15.00)  
 Tax Deductions \$27.69  
**Net Pay \$336.06**

Timecards Adjustments Taxes Accruals

Welder 23.25 Rhours 0.00 Ohours  
 \$15.00/hour \$22.50/hour  
 OrderID: 4295088891  
 ItemID: 4301401793 Gross Pay: \$348.75

Questions or Problems with your Paycheck?  
 Please Contact: 222 West Holly Way  
 555-555-1212  
 swanson.alexander@gmail.com

The printable version of this paycheck will open in a separate tab and can be exported (or downloaded) as a PDF by selecting the export icon.

Once saved locally, the file can be opened and printed:

High Tech Staffing  
 Memphis SE branch  
 222 West Holly Way  
 555-555-1212

**Earnings Statement** Allowances: Federal- Married 2 Minnesota Married 2

Employee	Employee ID	SSN	Check Date	Check Number	Gross Pay	Net Pay	YTD Gross	YTD Net
Bryan Boxes 321 Tempest Street Lake Elmo, MN 55042	4295049034	xxx-xx-5566	9/19/2018	15021	\$348.75	\$336.06	\$11,117.10	\$10,096.35

Customer	Asg#	Date Work	Start	End	T Hrs	Type	Rate	Hrs	OT Rate	O Hrs	DT Rate	D Hrs	Salary	Units	U Rate	TotalPay
Calum Mechanical	4301401793		6/25/2018	7/1/2018	23.25	Reg	\$15.00	23.25	\$22.50	0.00	\$30.00	0.00	\$0.00	0.00	\$0.00	\$348.75

Taxes and adjustments				
Tax Type	Taxable	Tax	Adj Type	Benefit Amount
Efica	\$348.75	\$21.62	Parking	(\$15.00)
EMED	\$348.75	\$5.06	Total:	(\$15.00)
MNMAR	\$348.75	\$1.01		
USM	\$348.75	\$0.00		
Total:		\$27.69		

Tax and adjustment YTD totals					
Tax Type	YTD Taxable	YTD Tax	Adj Type	YTD Benefit	YTD Total
Colorado-Married	\$318.00	\$0.00	Parking	\$0.00	(\$45.00)
Total:			Total:	\$0.00	(\$45.00)
Employee Portion Medicare tax	\$11,117.10	\$161.20			
Employee Portion Social Security tax	\$11,117.10	\$689.26			
Federal-Married	\$11,117.10	\$34.92			
Minnesota Married	\$11,117.10	\$225.37			
Total:		\$1,110.75			

Accruals				
Accrual	Amount	Balance	Eligible	Available
Oregon Paid Sick Leave	0.77	6.95	6.95	6.95
Total:	0.77	6.95	6.95	6.95

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Additionally, the details of your paycheck stub can reveal useful information by selecting the desired tab:

[View all Timecards](#)   [View Printable Version](#)

**Paycheck for 9/19/2018**   Check # **15021**

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Gross Pay	\$348.75
Adjustment Deductions	(\$15.00)
Tax Deductions	\$27.69
<b>Net Pay</b>	<b>\$336.06</b>

<b>Timecards</b>	<b>Adjustments</b>	<b>Taxes</b>	<b>Accruals</b>
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Welder	23.25 Rhours	0.00 Ohours	
<a href="#">View Assignment</a>	\$15.00/hour	\$22.50/hour	
OrderID:4295088891			
ItemID:4301401793			Gross Pay: \$348.75

**Questions or Problems with your Paycheck?**

Please Contact:   222 West Holly Way  
555-555-1212  
swanson.alexander@gmail.com

- **Timecards** - The timecards that compose this paycheck.
- **Adjustments** - All deductions and reimbursements that effect this check.
- **Taxes** - All taxes withheld for this check.
- **Accruals** - If your employer offers any PTO, or "sick time", the amount accrued by this check.

## Related Articles