

# Employee: Welcome to WebCenter

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## 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.

The screenshot shows the Hillview Staffing WebCenter 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, the main content area is divided into several sections:

- Your To Do List:** Includes links for My Information, Manage W-2s, and Manage Paystubs. It features three main categories: (6) Pending Documents (with a GoTo Documents link), Current Assignments (listing a General Laborer position from 6/12/2018), and Timecards (with sub-items: Active, Needs Attention (1), Submitted (3), and Completed).
- Messages (166):** A table of messages with columns for Message, From, and Received. The messages include reminders, test messages, and weekend notices. Below the table, there is a pagination control showing "Showing 1-10 of 183" and a "Send message to staffing representative" button.
- Message Detail:** A preview of a message from Tamara Czapiewski on 8/29/2019 asking "Are you available to work?". It includes a "Reply to Tamara Czapiewski's Message" link.

## New to WebCenter?

Once you have received your URL and credentials, you can get started by logging into

WebCenter. Once you've successfully logged in, take a look at the following articles to learn more about all the things WebCenter can do for you.

**\*Note\*** Keep in mind that you may not be able to see all the options available as WebCenter can be limited by [Roles](#) and [Configurations](#) .

## Getting Started

- [Employee: The Home Tab](#)
- [Employee: The Assignment and Calendar Tabs](#)
- [Employee: The Pay History Tab](#)
- [Employee: The HRCenter Tab](#)

## Using WebCenter for Time

- [Employee: The Timecards Tab](#)

## Additional Options

- [Employee: How to Reset Your Password](#)
- [Employee: WebCenter Notifications](#)

# Related Articles