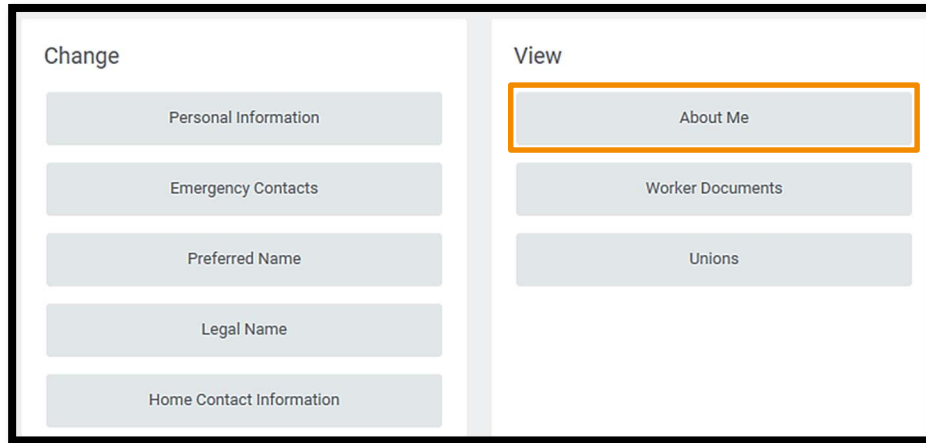
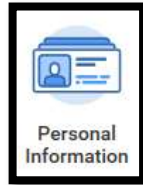


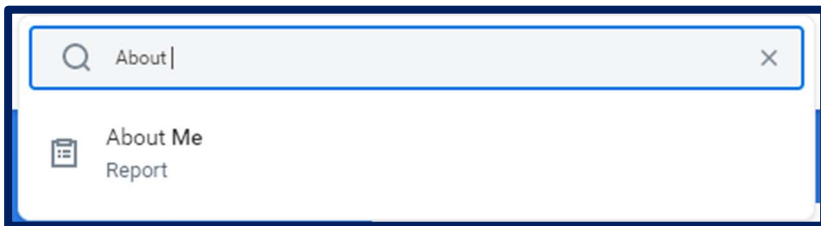
Workday: View pay rate for Additional Job

ACCESS YOUR PERSONAL INFORMATION

Select the personal information application and select the “About Me” button.

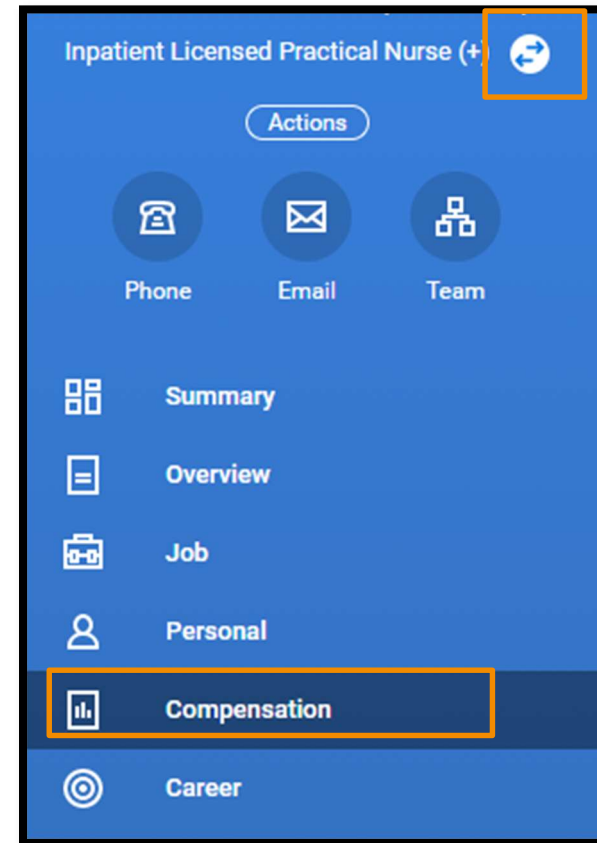


You can also use the search bar and type in “about”. Select the “About Me” Report.



ABOUT ME

1. Review the blue panel on the left of your screen.
2. If you have an additional job, under your name you will see a small circle with 2 arrows.
3. Click on this arrow and switch to your additional job (Job title will include a (+) after the name to identify it as your additional job).



4. After switching to your additional job, select the “Compensation” tab. This is where you can view your additional job rate.