

Answer to “How can I view or print payslips in Workday?”

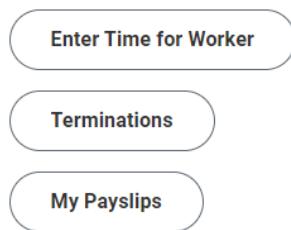
An employee can view or print current period and/or prior period payslips from their Workday Home Page.

There are 2 ways to reach your payslips:

A. Quick Tasks

1. Click My Payslips if available

Quick Tasks



Enter Time for Worker

Terminations

My Payslips

2. This takes you to the **My Payslips** page; here you can view or print the payslip from the Payment Date needed:

Payment Date	Period Start Date	Period End Date	View	Print
11/01/2023	10/01/2023	10/31/2023	View	Print
10/02/2023	09/01/2023	09/30/2023	View	Print
09/01/2023	08/01/2023	08/31/2023	View	Print

B. Your Top Apps

1. Click the **View All Apps** link if Pay is not one of your top 4 Apps on the home page:



Your Top Apps [View All Apps](#)

General Services Complex, Suite 2201
1261 TAMU
College Station, TX 77843-1261

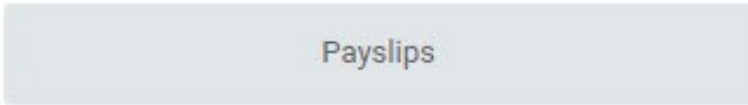
Tel. 979.845-2711 Fax 979.845.4134
payroll@tamu.edu
www.employees.tamu.edu/payroll/

2. Select The Pay App:



3. Select View Payslips:

View



4. This takes you to the **My Payslips** page; here you can view or print the payslip from the Payment Date needed:

Payment Date	Period Start Date	Period End Date	View	Print
11/01/2023	10/01/2023	10/31/2023	View	Print
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