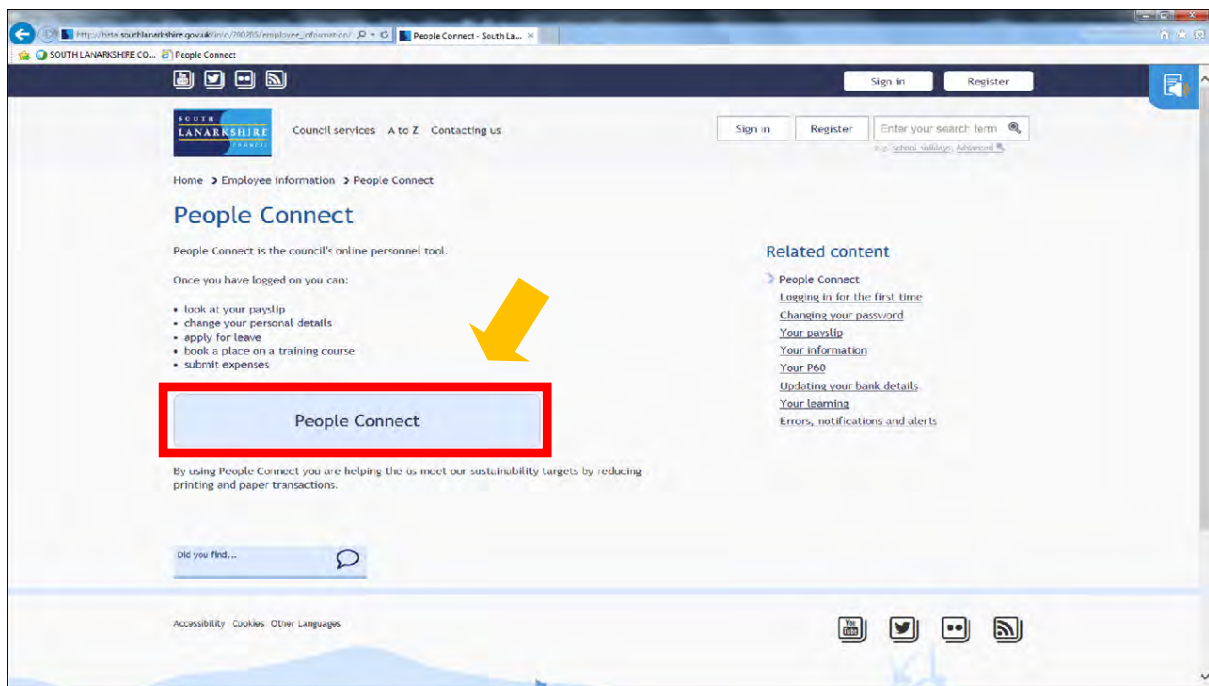




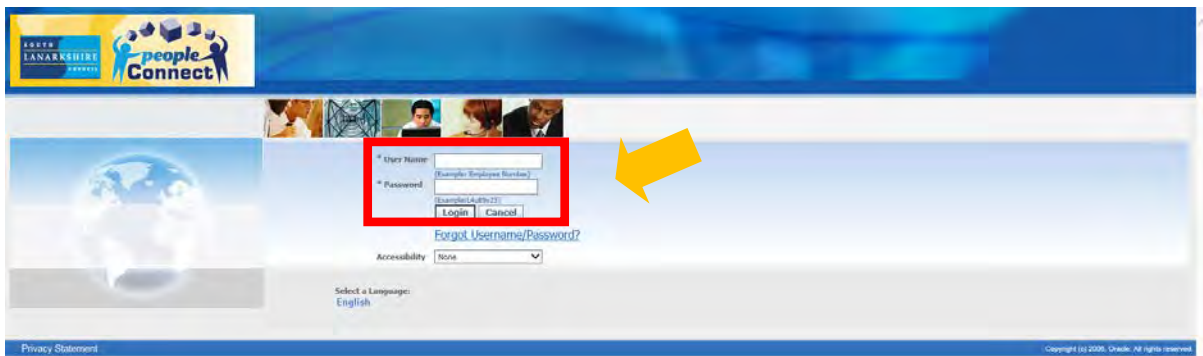
Finance and Corporate Resources
Personnel Services

Looking at your P60

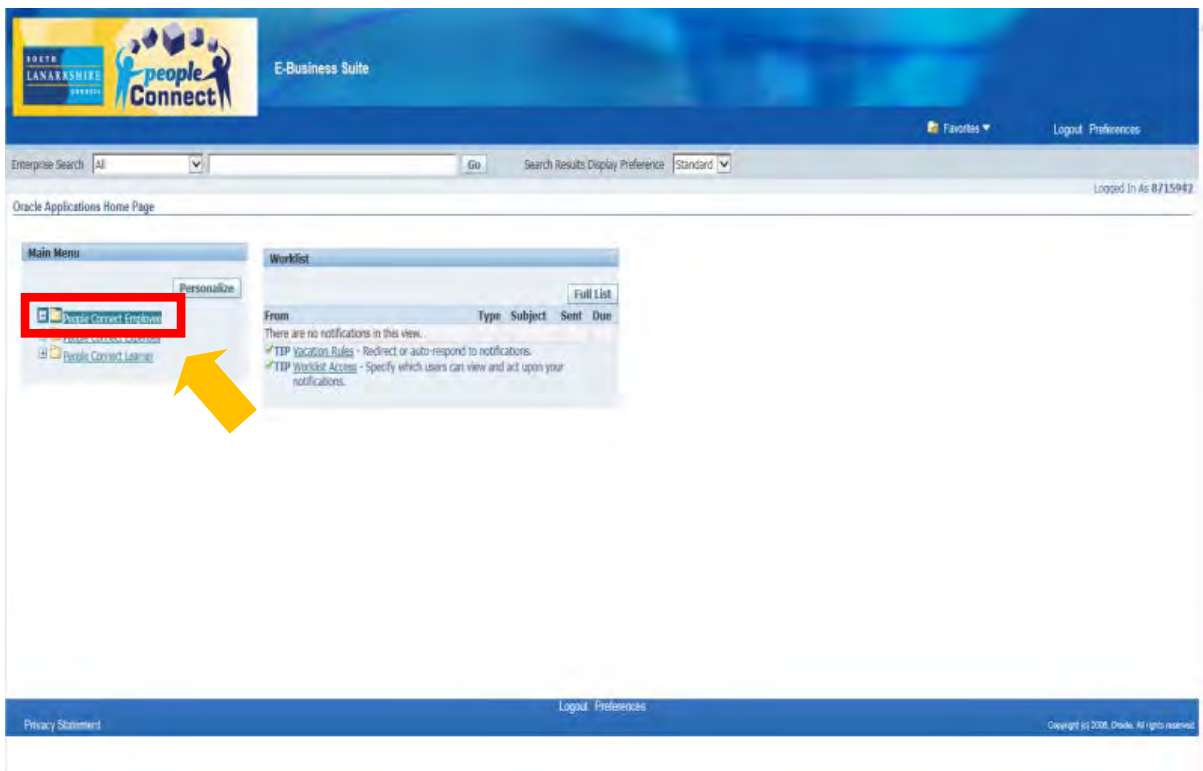
On this screen choose the People Connect button (highlighted in red).



Type your user name and password in the boxes and then choose Login.



On this screen choose people Connect Employee from the list.



Another list opens - choose Electronic P60.

South Lanarkshire Council
people Connect
E-Business Suite

Enterprise Search: All [Go] Search Results Display Preference: Standard [v] Logged In As 8715942

Oracle Applications Home Page

Main Menu Personalize

- People Connect Employee
 - All Actions Awaiting Your Attention
 - Personal Information
 - Payroll
 - My Information
 - Leave of Absence
 - Absence Calendar
 - Manage Payroll Payments
 - Employee Directory
 - Electronic P60**
 - People Connect Expenses
 - People Connect Expenses
 - People Connect Learning

Worklist Full List

From	Type	Subject	Sent	Due
There are no notifications in this view.				
✓ TIP Vacation Rules - Redirect or auto-respond to notifications.				
✓ TIP Worklist Access - Specify which users can view and act upon your notifications.				

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From the available options, choose the P60 you want to see. For this person there is only one P60 available.

South Lanarkshire Council
people Connect
People Connect Employee

Navigator Favorites Home Logout Preferences

Employee Name: Smith, Mr. John
Organization Email Address: john.smith@test.gov.uk
Employee Number: 8715942
Business Group Name: South Lanarkshire Council

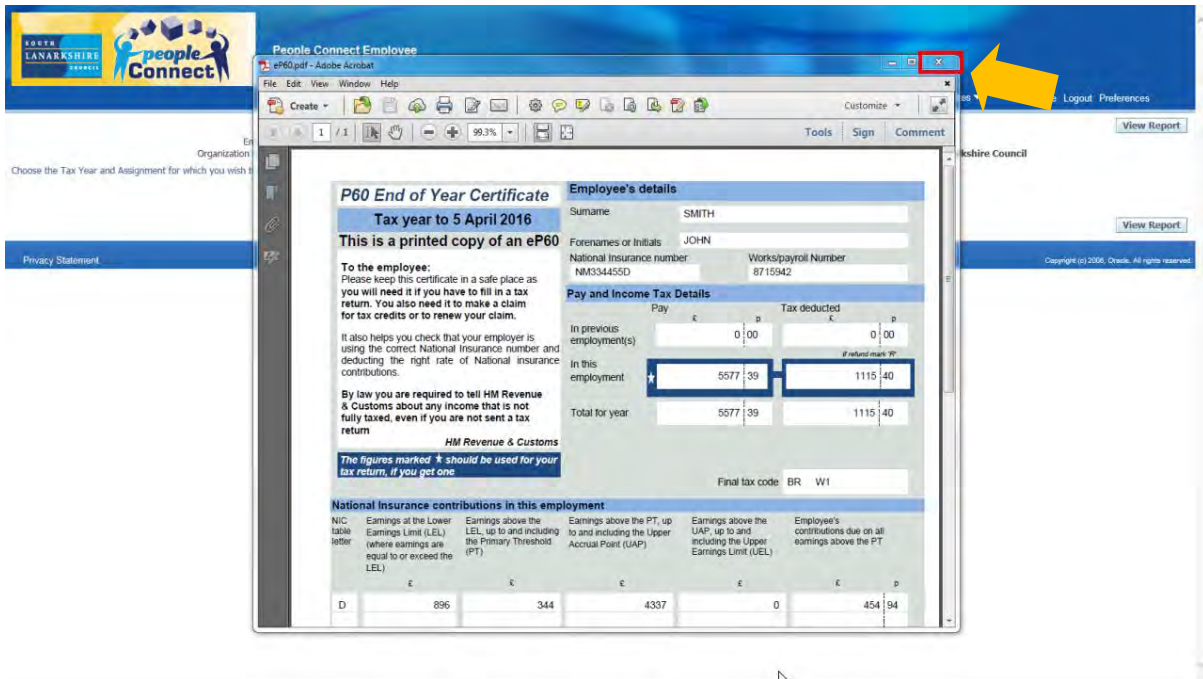
Choose the Tax Year and Assignment for which you wish to view the eP60 and click the View Report button

Tax Year: 201 Assignment Number: 8715942(RT1 P60 Archiver)

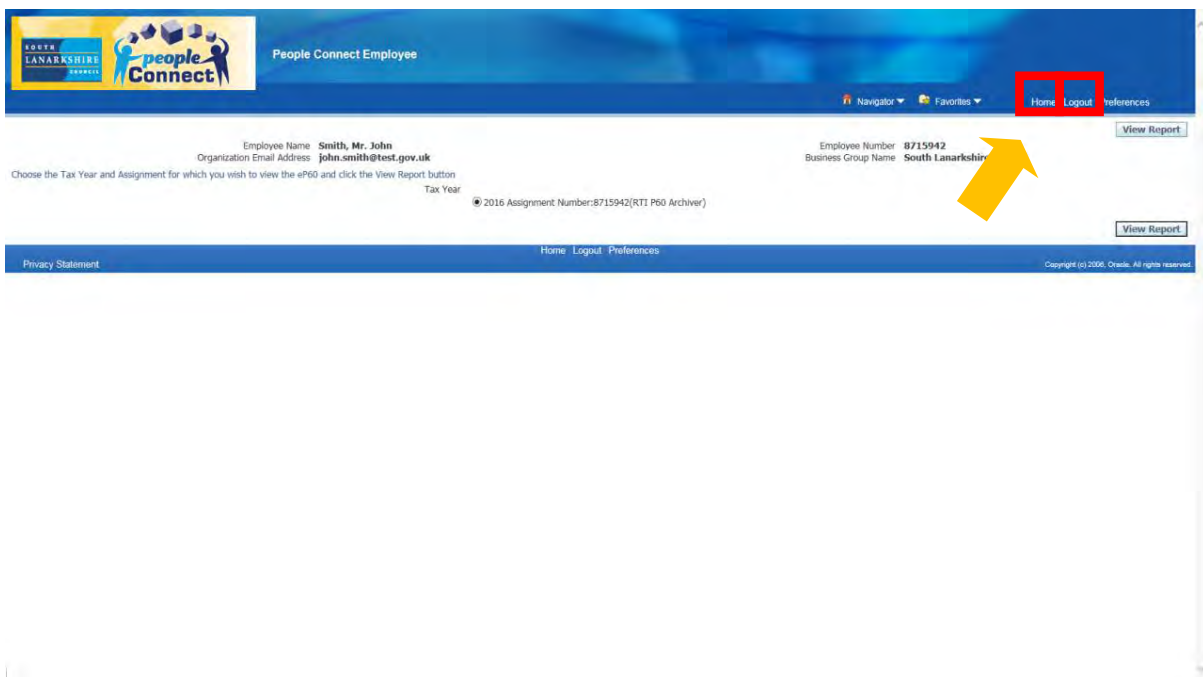
View Report

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If you have a printer and it is linked to your device you can print the P60. When you are finished, choose the cross (x) to close.



Once you're finished with your P60, you can either choose Home to continue using People Connect, or choose Logout to exit the system.



If you any problems, phone the IT Help Centre on 01698 455656 during office hours. Please have the following details to hand when you phone:

- your employee number
- your Resource, service and section
- the exact text of the error message you received

If you need this information in another language or format, please contact us to discuss how we can best meet your needs.

Phone 0303 123 1015 or email equalities@southlanarkshire.gov.uk