



Employee Self-Service – View Paycheck

Within HR Direct, you can view electronic versions of current or former paychecks which have been posted. Follow the steps below to view all your paychecks.

Step 1 - Navigate to [UMass Boston HR Direct](#).

Step 2 - Select the "Log in to HR Direct Button".

Step 3 - Enter your user id and password.

A blue banner with the text 'HR Direct' in white, serif font. The background of the banner has a pattern of light blue rounded squares.

HR Direct

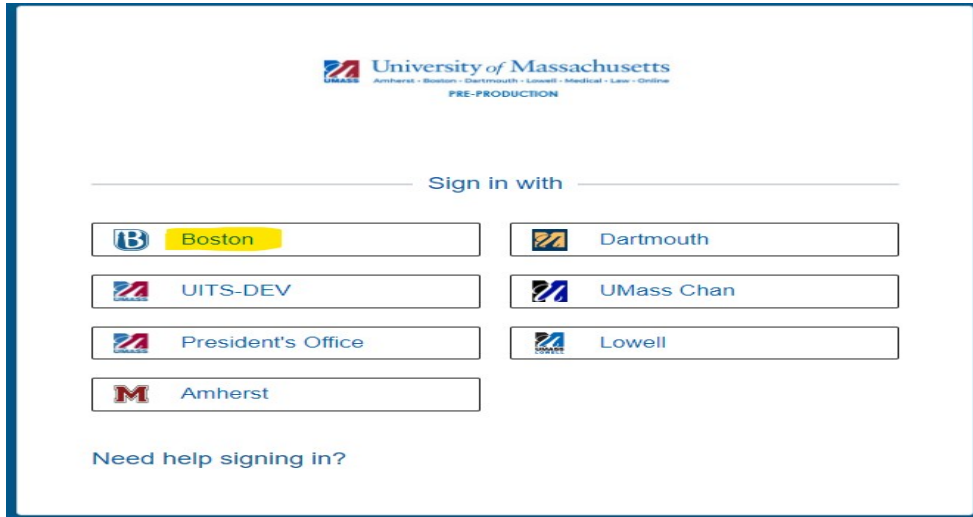
One-Stop Shop for Personal Information

Access your paycheck, tax forms, time entry and more.

[Login to HR Direct](#)

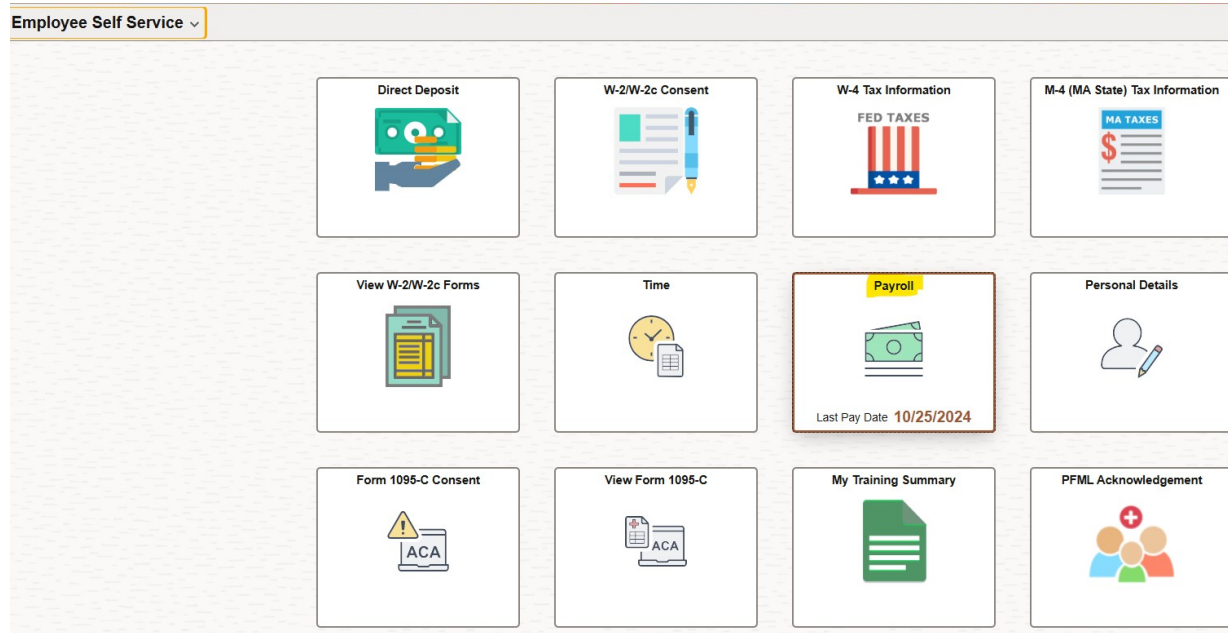


Step 4 - When prompted to sign in to a campus, select "**Boston**".



Step 5 - You should now see the Employee Self-Service Screen. If you do not, select Employee Self-Service from the drop down on the top left.

Step 6 - Select the "**Payroll**" tile.





Step 7 - When the list of paychecks appears, click on the caret or arrow pointed to the right of the paycheck number column.

Paychecks

Check Date	Company	Pay Begin Date / Pay End Date	Net Pay	Paycheck Number
03/29/2024	Commonwealth of Massachusetts	03/10/2024 03/23/2024		
03/15/2024	Commonwealth of Massachusetts	02/25/2024 03/09/2024		
03/01/2024	Commonwealth of Massachusetts	02/11/2024 02/24/2024		
02/16/2024	Commonwealth of Massachusetts	01/28/2024 02/10/2024		
02/02/2024	Commonwealth of Massachusetts	01/14/2024 01/27/2024		
01/19/2024	Commonwealth of Massachusetts	12/31/2023 01/13/2024		
01/05/2024	Commonwealth of Massachusetts	12/17/2023 12/30/2023		

Step 8 - Once the page opens, you will be able to download your paycheck using the icon in the upper right corner or the print icon in the upper right corner.

