

1. To access Employee Access from the GESD main website, select '*Employees*':

2.

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4. Your next screen will look similar to this. Use your GESD email and your Network password to log in:

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	Sign In	
	me	
Ren	nember me	
	Next	
Nood be	alo signing in?	



NOTE: If you run into issues or get a notification stating 'unable to log in', we sugest clearing out your Cache and Cookies, restarting/shutting down your computer, then trying this process once more.

5. Select your GESD google account:



6. The system requires you to verify yourself. Enter the requested information and select 'Submit' once done:

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Enter your Zip Code	Last four of SSN*	account. If an error occurs please double check that all the information that you have entered is correct.
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7. Welcome to Employee Access!

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Feel free to explore and see where all these tabs and dropdowns will take you. Get to know our new GESD Employee Access Platform!

For any questions, please contact:

Sara Luque HR Technician-Systems <u>623.237.7227</u>

Hogla Gonzalez HR Systems Specialist <u>623.237.7106</u>





1. Para ingresar al Acceso de Empleados a través del sitio web principal d'e GESD, elija "Employees":

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2. Elija el icono singular

para Ingresar (SSO) :

Escriba su nombre de usario y contraseña

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3. Una vez en la página de inicio de sesión singular, elija el icono de Acceso de los Empleados



4. La siguiente pantalla será similar a la que aparece aquí. Utilice su correo electrónico de GESD y su contraseña de red para iniciar su sesión:

	okta	
	Sign In	
Username		
Remembe	er me	
	Next	



Employee Access

ATENCIÓN: Si tiene problemas o recibe una notificación indicando que no puede iniciar la sesión, le sugerimos que borre la memoria "Caché" y las "Cookies", que reinicie o apague la computadora y que vuelva a intentar el proceso.. 5. Elija su cuenta de google de GESD:

(Nobre de usuario)

	Choose an account from
	gesd40.org
	to continue to Tyler Identity
9	Use another account
10 C	ontinue, Google will share your name, email address,

6. El sistema le pide que se verifique. Ingrese la información solicitada y seleccione "Enviar" una vez que haya terminado:

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🔆 Employee Access		
W	elcome to Glendale Elementary School Distr	ict's
Since i allow t	Employee Access! t's your first time logging in with us, please enter the following infor us to locate your employee record.	nation to
	User: First and Last name Email: name@gesd40.org A Not you?	Los datos que ingrese están protegidos y sólo sirven para verificar su información con
	Email address*	el fin de vincularle a su nueva cuenta. Si se produce un error, verifique que toda la
	Last four of SSN*	información que ha ingresado está correcta.
Ingrese el código postal	09/09/2022	
de su DOMICILIO	Zip Code*	
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7. ¡Bienvenidos al Acceso de Empleados (Employee Access)!

Siéntase libre de explorar y ver a dónde le llevarán todas estas pestañas y desplegables. ¡Conozca su nueva Plataforma de Acceso para Empleados de GESD!

Para cualquier pregunta, por favor cóntacte a:

Sara Luque Tecnica de Sistemas – Recursos Humanos <u>623.237.7227</u>

Hogla Gonzalez Especialista de Sistemas de Recursos Humanos <u>623.237.7106</u>

