

ADP - Go Green – Go Paperless!

If you are currently signed up for Direct Deposit you can now view your pay advice on line. Register following just 7 quick steps, in less then 5 minutes.

You can go directly to the iPay web site by holding down the Ctrl button and clicking on the link below:

<https://ipay.adp.com/iPay/login.jsf>

ADP

iPayStatements

Welcome to ADP iPayStatements

Login

- Forgot Your Password?
- Forgot Your User ID?
- Register Now

Information Center

- Can't Log In?
- Security Settings

Use of pop-up blockers may interfere with some of the features on this site. [Tell me more.](#)

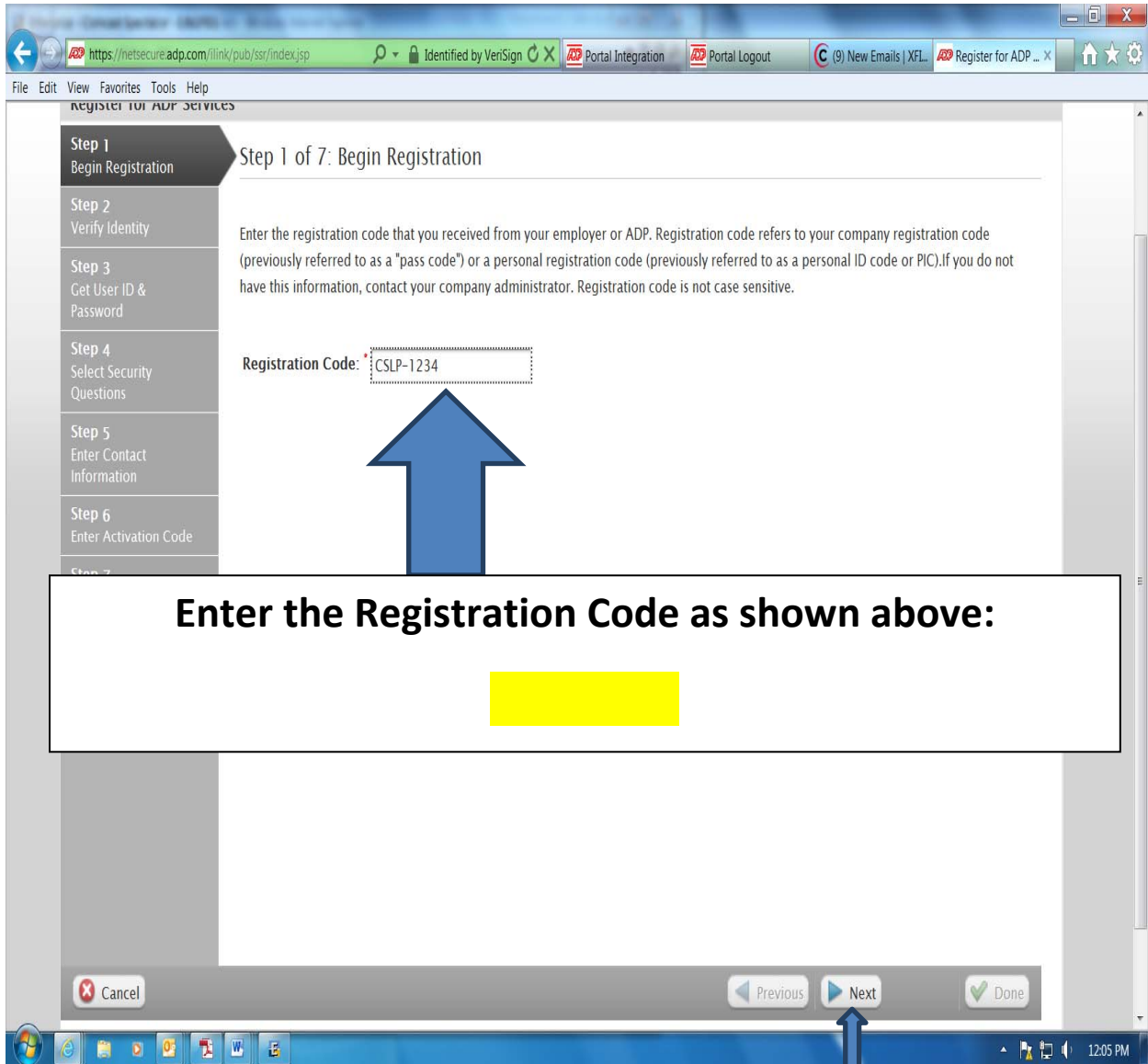
Latest Information

**Note :**  
ADP iPayStatements users are encouraged to review their PayStatements to ensure their home address is accurate.  
Please contact your payroll administrator if a change is necessary.

**Click Register Now to start the enrollment process**

PRIVACY STATEMENT TERMS & CONDITIONS

11:51 AM



Step 1  
Begin Registration

Step 2  
Verify Identity

Step 3  
Password

Step 4  
Select Security Questions

### Step 2 of 7: Verify Identity

ADP is committed to protecting your privacy and ensuring that only you can access your information. We ask for some personal information so we can verify your identity.

Company Name: Comcast Spectacor (Not your company? Re-enter your registration code.)

Identity Type: Partial SSN

First Name:

Last Name:

Last 4 digits of SSN or EIN or ITIN:

Confirm Last 4 digits:

Birth Month and Day: Month  Day

Cancel Previous Next Done

**Enter your Name, last four digits of your Social Security Number and Month and Day of your Birthday**

**Click NEXT to continue**

REGISTER FOR ADP SERVICES

Step 1  
Begin Registration

Step 2  
Verify Identity

Step 3  
Get User ID & Password

Step 4  
Select Security Questions

Step 5  
Enter Contact Information

Step 7  
Review and Submit

### Step 3 of 7: Get User ID & Password

Welcome, Cecelia Jones  
You will use this information to log in to your ADP service.

Your User ID: CJones2@CSLP

#### Create Your Password

Passwords must be at least 8 characters long and contain at least 1 letter and 1 number. Passwords are case sensitive. It is recommended that passwords be 12 or more characters and contain a mix of upper case and lower case letters, numbers, and special characters.

Password:  ?

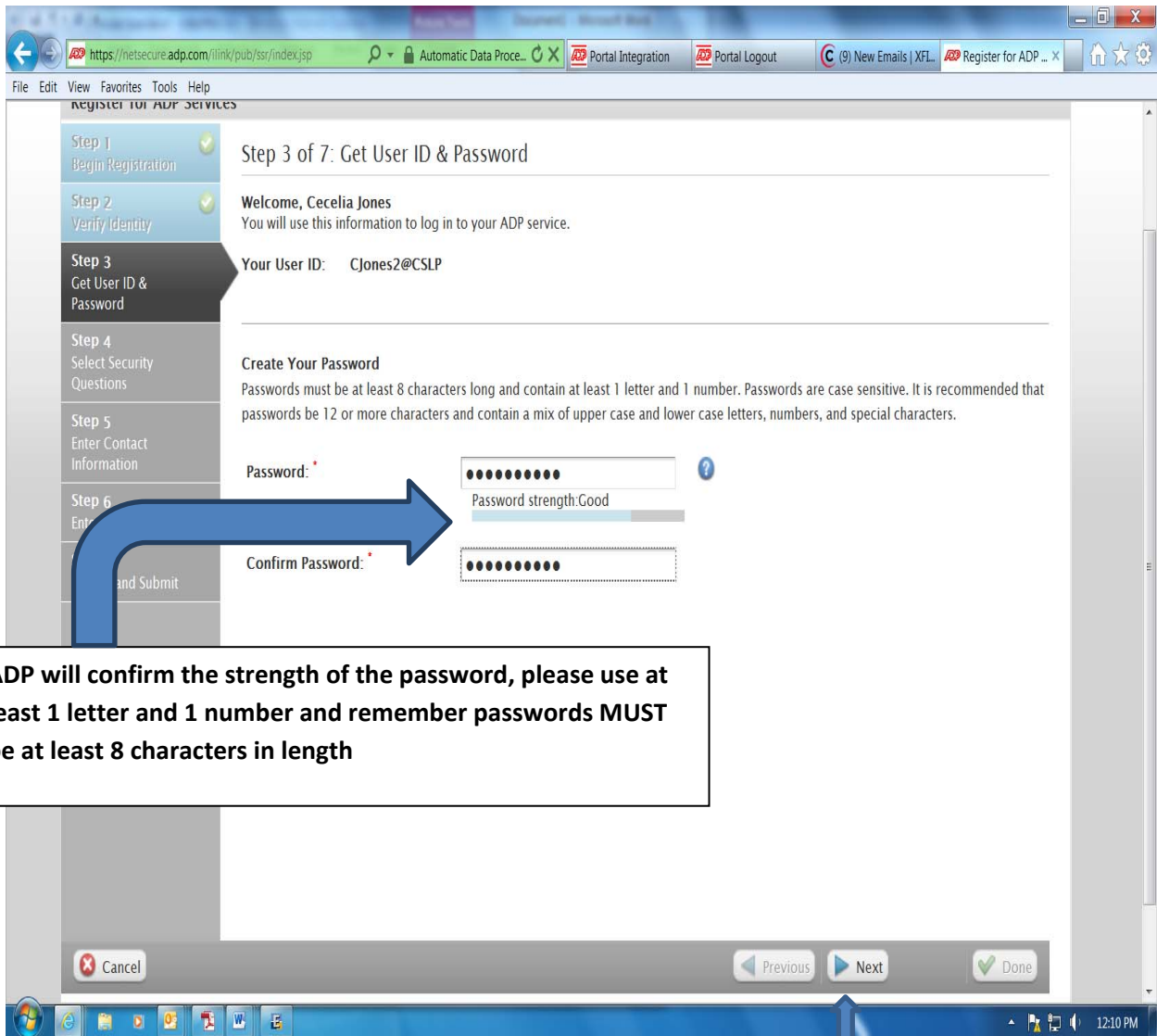
Password strength:

Confirm Password:

Cancel Previous Next Done

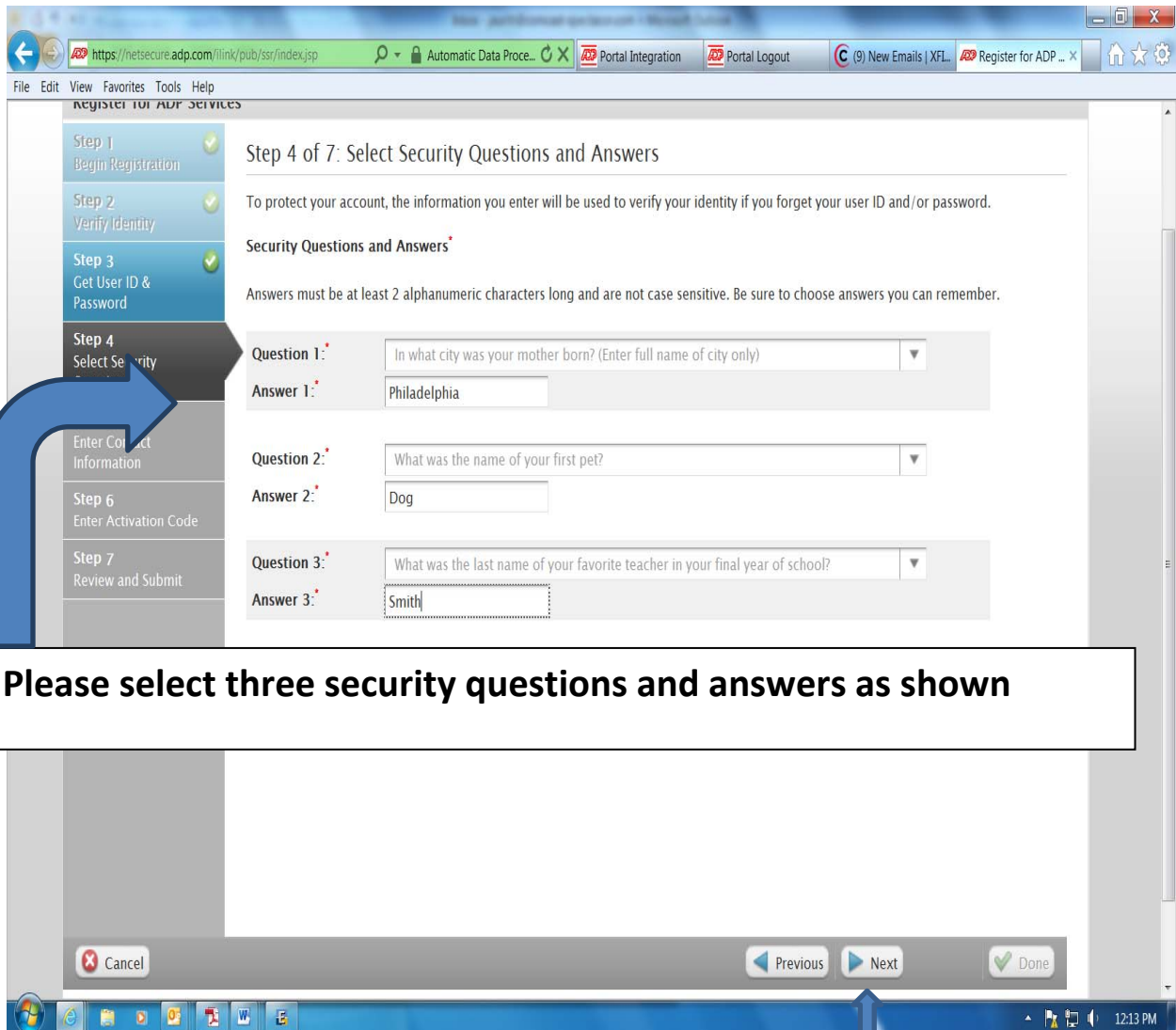
Select and Confirm your password

Click NEXT to continue



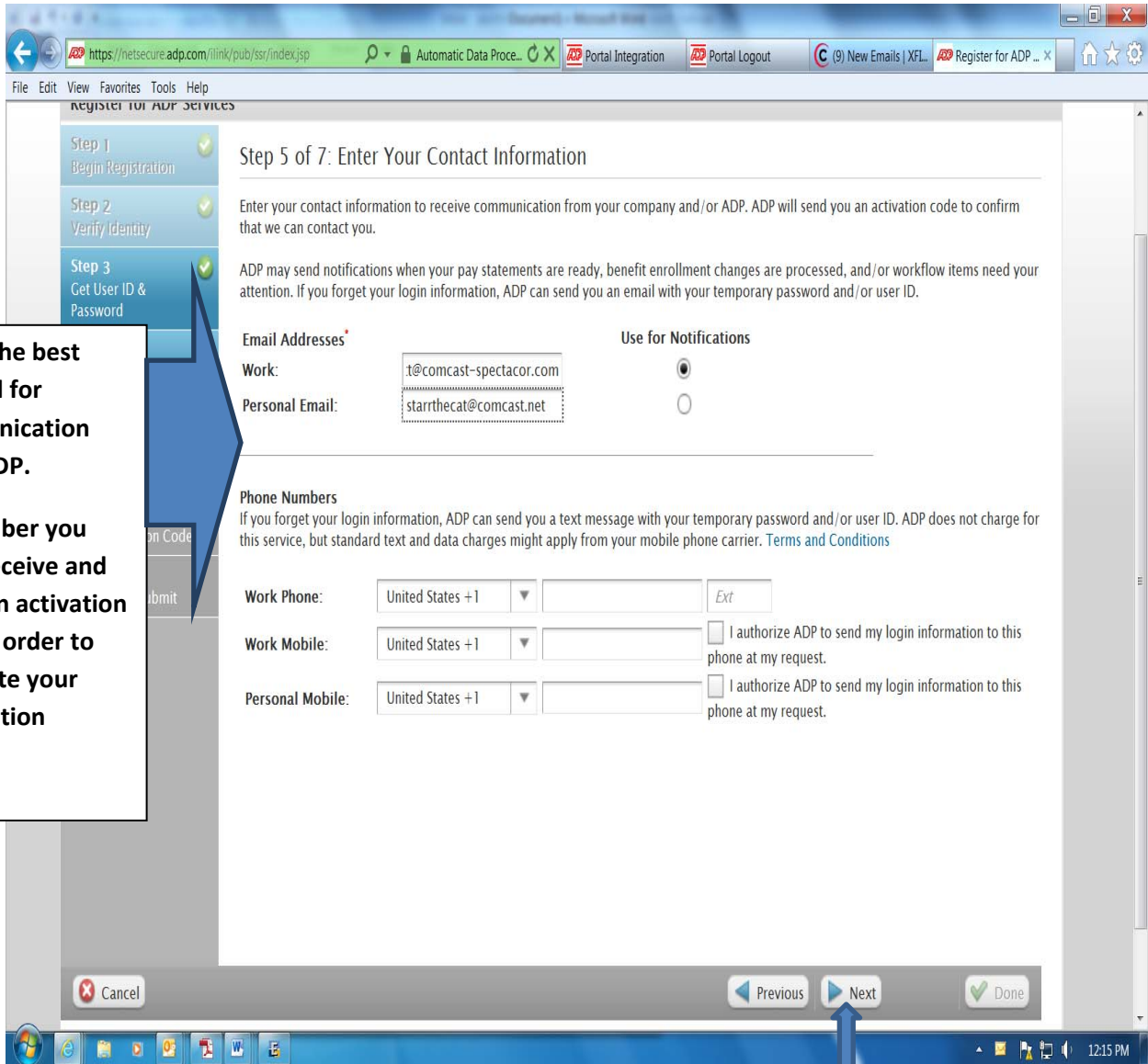
**ADP will confirm the strength of the password, please use at least 1 letter and 1 number and remember passwords MUST be at least 8 characters in length**

**Click NEXT to continue**



**Please select three security questions and answers as shown**

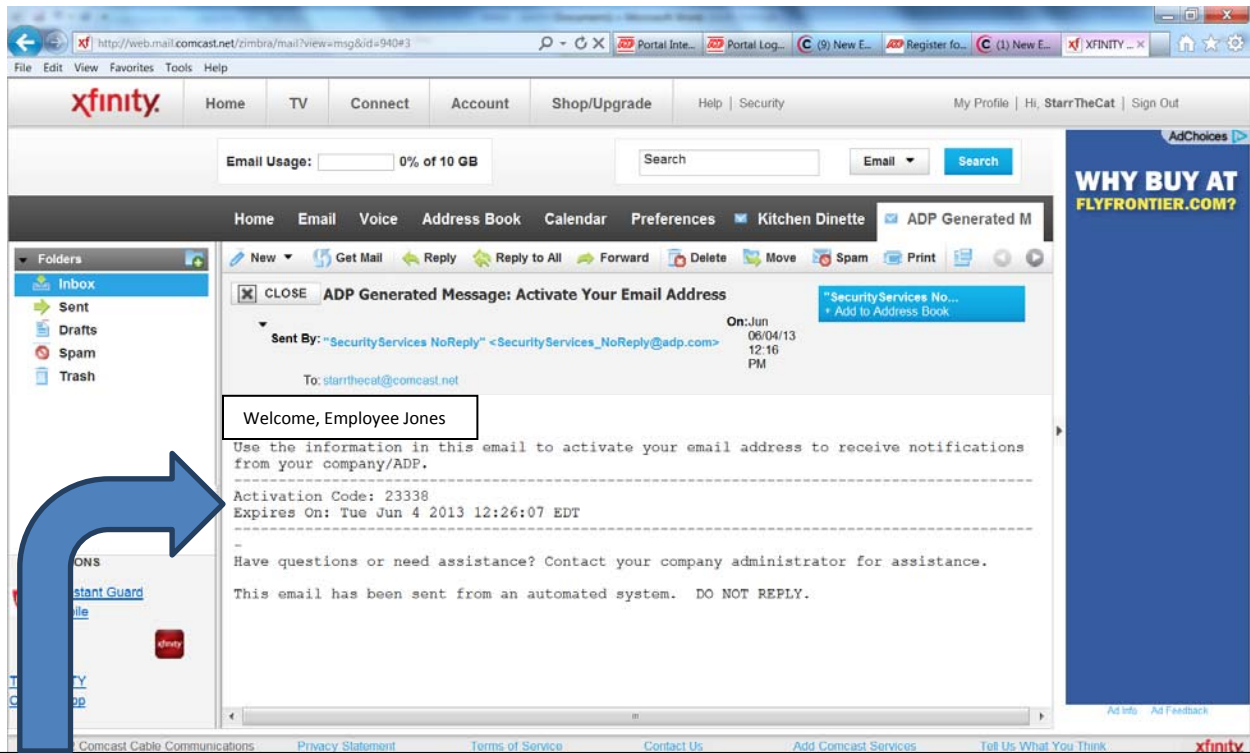
**Click NEXT to continue**



Select the best method for communication from ADP.

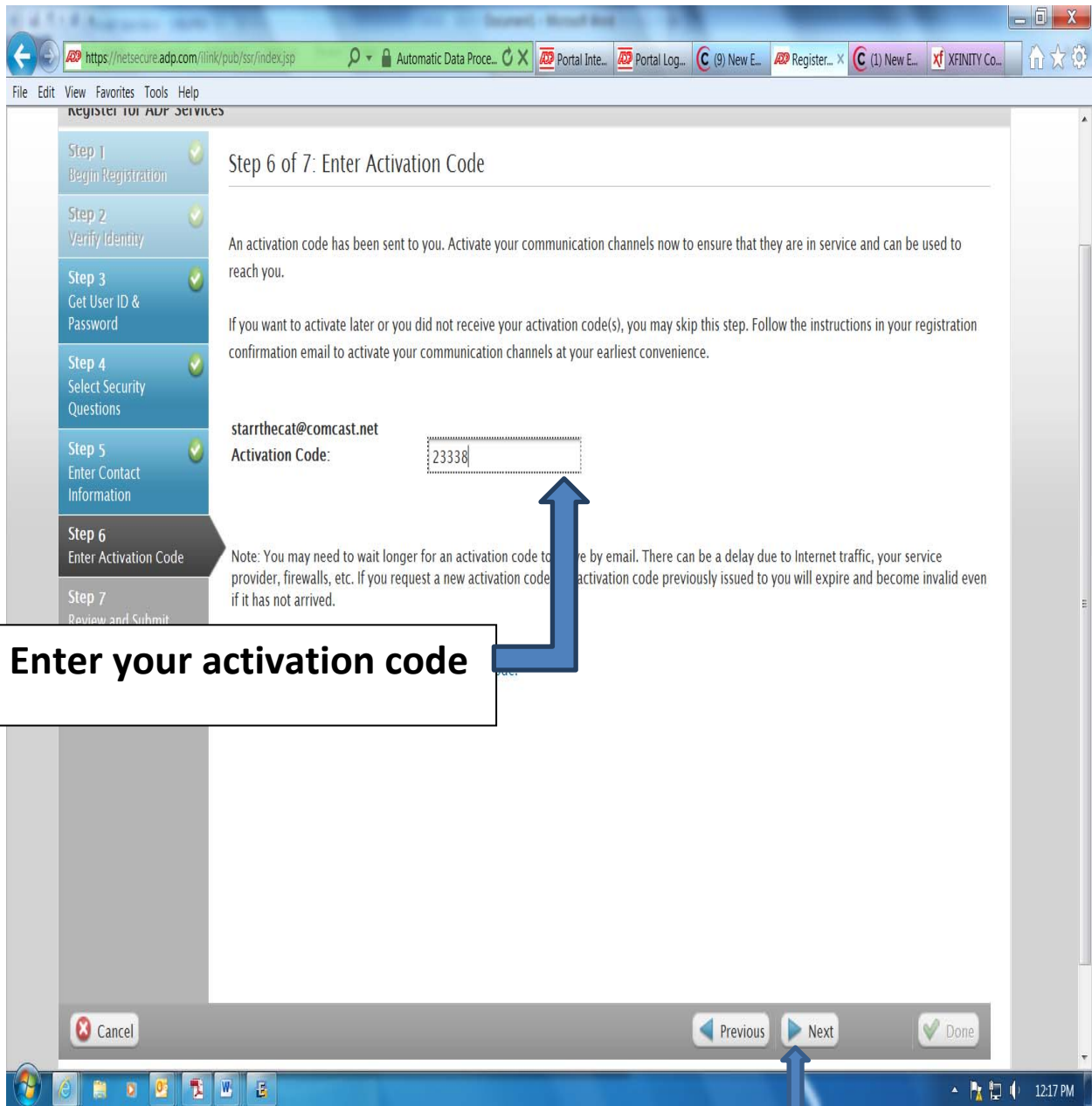
Remember you must receive and enter an activation code in order to complete your registration

Click NEXT to continue



**Example of the email notification with ACTIVATION CODE**





REGISTER FOR ADP SERVICES

- Step 1: Begin Registration
- Step 2: Verify Identity
- Step 3: Get User ID & Password
- Step 4: Select Security Questions
- Step 5: Enter Contact Information
- Step 6: Enter Activation Code
- Step 7: Review and Submit**

**Step 7 of 7: Review and Submit**

Review the information on this page: click Done to confirm and continue. To make changes, use the left navigation options or click Previous.

User ID:

**Security Questions and Answers**

Question 1:	In what city was your mother born? (Enter full name of city only)
Answer 1:	Philadelphia
Question 2:	What was the name of your first pet?
Answer 2:	Dog
Question 3:	What was the last name of your favorite teacher in your final year of school?
Answer 3:	Smith

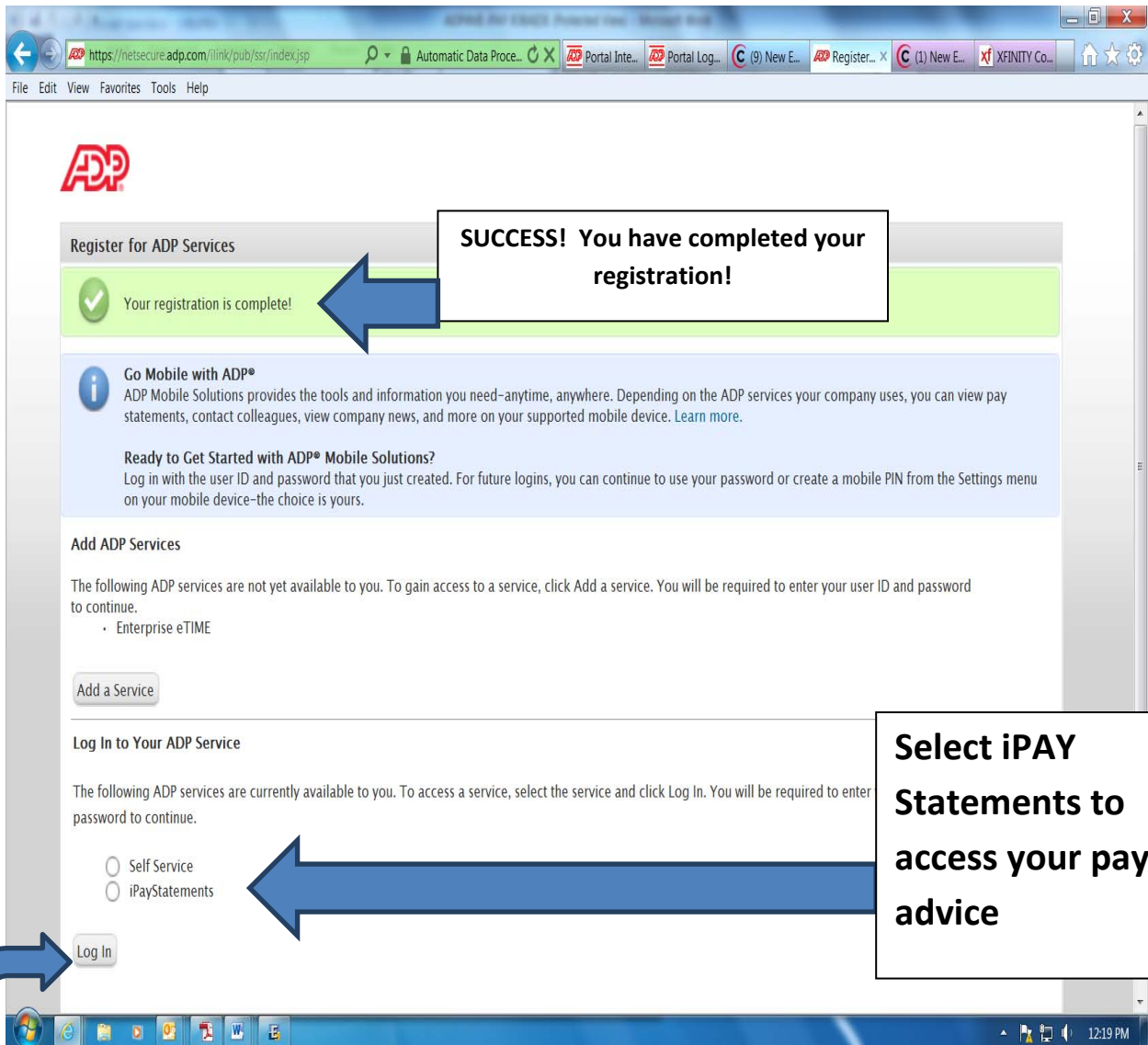
**Contact Information**

Personal Email:  Notification Activated

**Review your data**

Cancel Previous **Next** Done

**Click NEXT to continue**



**SUCCESS! You have completed your registration!**

Register for ADP Services



Your registration is complete!



Go Mobile with ADP®

ADP Mobile Solutions provides the tools and information you need-anytime, anywhere. Depending on the ADP services your company uses, you can view pay statements, contact colleagues, view company news, and more on your supported mobile device. [Learn more.](#)

Ready to Get Started with ADP® Mobile Solutions?

Log in with the user ID and password that you just created. For future logins, you can continue to use your password or create a mobile PIN from the Settings menu on your mobile device-the choice is yours.

Add ADP Services

The following ADP services are not yet available to you. To gain access to a service, click Add a service. You will be required to enter your user ID and password to continue.

- Enterprise eTIME

Add a Service

Log In to Your ADP Service

The following ADP services are currently available to you. To access a service, select the service and click Log In. You will be required to enter password to continue.

- Self Service
- iPayStatements

Log In

**Select iPAY Statements to access your pay advice**

**Click Log In to go to view your pay advice and W-2 statements**

# Employee Home Page

The screenshot shows the ADP iPayStatements Employee Home Page. At the top, there is a navigation bar with the ADP logo on the left and a 'Logout' button on the right. Below the navigation bar is a header area with the text 'Select either Pay Statement or W-2' and a blue arrow pointing to the 'W-2' radio button in the 'Your Pay Statements Summary' section. The 'Your Pay Statements Summary' section includes a table of recent pay statements and a 'Resource Center' sidebar on the right. The sidebar contains sections for 'Information Center', 'Things You Can Do', and 'Financial Tools'. A blue box with the text 'To opt out of paper advices, select Go Paperless' has an arrow pointing to the 'Go Paperless' link in the 'Things You Can Do' section. At the bottom of the page, there is a banner for 'View W-2s' and 'Go Mobile'. A blue box with the text 'Immediately upon registration you can view previous years pay advices and W-2 data' has an arrow pointing to the 'View W-2s' link. The browser's address bar shows the URL 'https://ipay.adp.com/iPay/private/index.jsf' and the system clock shows 4:53 PM.

**Select either Pay Statement or W-2**

**Your Pay Statements Summary**

Pay Statements W-2

Your most recent statements are shown below. Click a date to view the statement details.

Pay Date	Check No.	Gross	Net 1
<a href="#">05/31/2013</a>	0021310583	\$58.95	\$50.28
<a href="#">05/03/2013</a>	0021260647	\$497.80	\$363.34
<a href="#">04/19/2013</a>	0021232639	\$687.75	\$496.85
<a href="#">04/05/2013</a>	0021201346	\$713.95	\$515.25
<a href="#">03/22/2013</a>	0021174100	\$772.90	\$556.70
<a href="#">03/08/2013</a>	0021142850	\$592.78	\$430.10

Show all pay statements for: [2013](#) | [2012](#) | [2011](#) | [2010](#)

**Resource Center**

- Information Center**
  - [Need Help?](#)
  - [See What's New On This Site?](#)
- Things You Can Do**
  - [Change Your Password](#)
  - [Go Paperless](#)
  - [Change Your Notification Options](#)
  - Receive an e-mail when a new statement is available to view.
  - [Change Your Security Questions](#)
- Financial Tools**
  - [Salary Paycheck Calculator](#)
  - [Hourly Paycheck Calculator](#)
  - [Gross Paycheck Calculator](#)
  - [401\(k\) Calculator](#)
  - [403\(b\) Calculator](#)
  - [Employee Stock Option Calculator](#)
  - [W-4 Assistant](#)

**To opt out of paper advices, select Go Paperless**

**View W-2s**

**Go Mobile**

**Immediately upon registration you can view previous years pay advices and W-2 data**

**Go Paperless**

**Select the Access my pay statements online only**

You can choose to stop receiving paper copies of your statements and access your statements online only. Your statements will remain on the secure website for 3 years. If you want to retain a copy for longer than that, you must either print a copy or save an electronic copy. You may go back to receiving paper statements at any time by deselecting these options.

**Access my pay statements online only**  
By selecting this option, you will access your pay statements online only. You will no longer receive paper copies. After you click Next, you need to accept terms and conditions and then verify that you can view your statement online.

**Next** **Reset** **Cancel**

**Click NEXT**

**Need Help?**

- [I want to receive an e-mail when there is a new statement.](#)
- [Does my PC need certain software to view my statements online only?](#)
- [If I receive a pay adjustment, can I view it in iPayStatements?](#)

[Show all questions for this page.](#)

iPayStatements.13    FEEDBACK    PRIVACY STATEMENT    TERMS & CONDITIONS    4:54 PM

ADP iPayStatements

## Paperless Pay Statements

Logout

### Step 1. Agreement

- 1. Agreement
- 2. Confirmation
- 3. Thank You

1. By accepting to go paperless, you consent to stop receiving paper pay statements from your employer and access your pay statements only on the secure website. (Note: Due to payroll cycles, you may continue to receive 1-2 additional paper pay statements before the paper elimination takes effect).
2. Your consent applies to pay statements furnished every pay period until that consent is withdrawn.
3. Hardware and Software required: A computer with Internet access, a browser capable of displaying most common internet web pages, and the ability to view your online statement. Note: You will need to confirm your ability to view your online pay statement on the following page.
4. You may withdraw your consent at any time by changing your election on the secure website. If you withdraw your consent, you will receive a confirmation message via e-mail. If you no longer have access to the Internet, you must contact your payroll administrator to withdraw your consent.

**Click ACCEPT**

iPayStatements.13

FEEDBACK PRIVACY STATEMENT TERMS & CONDITIONS

4:54 PM

https://pay.adp.com/iPay/private/index.jsf Automatic Data Proce... ADP iPayStatements x


File Edit View Favorites Tools Help

### Step 2. Confirmation

- 1. Agreement
- 2. Confirmation**
- 3. Thank You

Online pay statements are viewable using Adobe® Reader®. Enter the confirmation number displayed below to make sure that you are able to view an online pay statement.

Note: If you cannot see the confirmation number, contact your payroll administrator.



Please enter the confirmation number shown below into the designated area.

6GDCURV2H67A

Enter confirmation number here:

**Enter confirmation code**

**Click SAVE**

iPayStatements.13 FEEDBACK PRIVACY STATEMENT TERMS & CONDITIONS 4:55 PM