

# MyView is Here!



## The Benefits of MyView

### MyView Dashboard will allow you to:

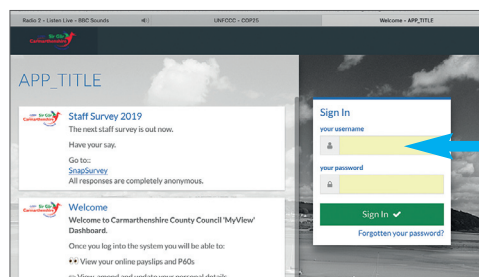
- View your payslips online
- Edit all your personal details e.g. recording a change of address
- Book a holiday
- Enter an expense, overtime or call-out claim
- View all your form submission history
- Quickly deal with routine authorisations.

### MyView will benefit us all by:

- Reducing our paper and postage costs.
- Saving our time by having everything available in one place.
- Being accessible anywhere we have a mobile device.
- Allowing us to be more independent and in control.

### MyView – Your Login

Your username is your employee number. **Your first login password is also your employee number.** You will be prompted to change your password straight away. You will also be asked to enter your **date of birth** and your **mother's maiden name**. You will be asked one of these as a security question every time you login.



You can also contact us for help via email at [resourcelink@carmarthenshire.gov.uk](mailto:resourcelink@carmarthenshire.gov.uk)

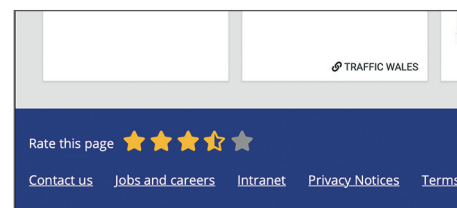
Visit: [ourpeople.carmarthenshire.gov.wales](http://ourpeople.carmarthenshire.gov.wales)

## Not Tech Savvy?

**DO NOT WORRY**, help and support will be on hand, your digital champions, managers and HR staff will be on hand to guide you. We are already using it.

### How do I log in?

On the [carmarthenshire.gov.uk](http://carmarthenshire.gov.uk) homepage at the bottom there is a link to our intranet.



Click the option **MyView** for the login screen.

Your digital champions and managers are always there to help you and should be your first point of contact. The large MyView box on the left is also there to help you.

