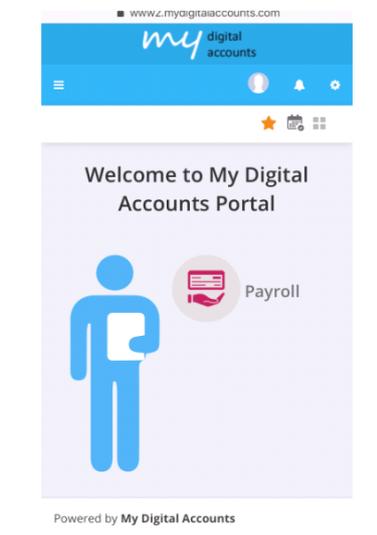


How to view & download your payslip on a smart phone?

To view your payslip you will need to log in to the portal using the following link:

<https://www2.mydigitalaccounts.com/login>

Once you have signed in, you should be able to see the screen below:



You will then need to click on the payroll bubble



and this will take you through

The screenshot shows the payroll section of the My Digital Accounts Portal. It features a search bar at the top with the text 'Select or Search the list Company'. Below the search bar, there is a dropdown menu for 'Your Umbrella Company A11'. The main content is a table with columns for 'Pay Date', 'TW*', 'Employee No', 'E...', 'Tax Co.:', and 'GI'. The table contains several rows of data, including dates like 09/11/2018, 02/11/2018, and 20/07/2018, along with employee numbers and tax codes.

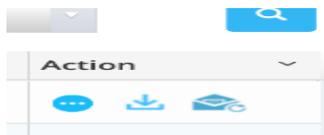
Pay Date	TW*	Employee No	E...	Tax Co.:	GI
09/11/2018	32		J...	1185L	1,
02/11/2018	31		J...	1185L	1,
20/07/2018	16		...	1185L	5C
20/07/2018	16		...	1185L	64
20/07/2018	16		...	1185L	5E
20/07/2018	16		...	1185L	7C
20/07/2018	16		...	1185L	1,
20/07/2018	16		...	1185L	7C

Your payslip can be downloaded using the  button in the action column however if you are not able to see the action column please use the following instructions.

1. Rotate your phone to horizontal as this will allow you to view more of the headers.
2. Click on the column header and it will give you the option to hide the column

Pay Date	TW	Employee No	Em.	Tax Co.
09/11/2018	32	 Hide Column	J...	1185L
12/11/2018	31		J...	1185L

3. Click and hide all the columns until you can see the Action column



4. Once the action column is visible, the download button  and this will display your payslip

You can find an overview and explanation of your payslip by clicking [HERE](#)

