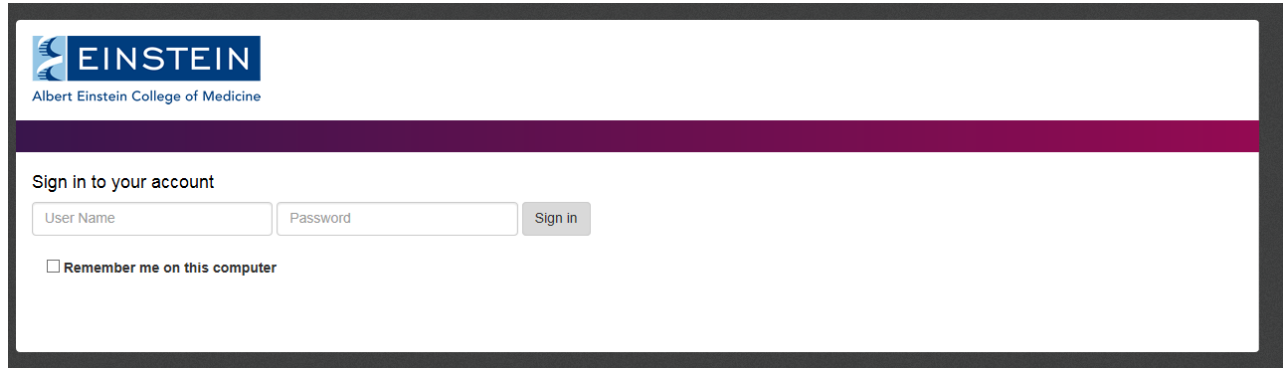


## How to Review your Paystub Online

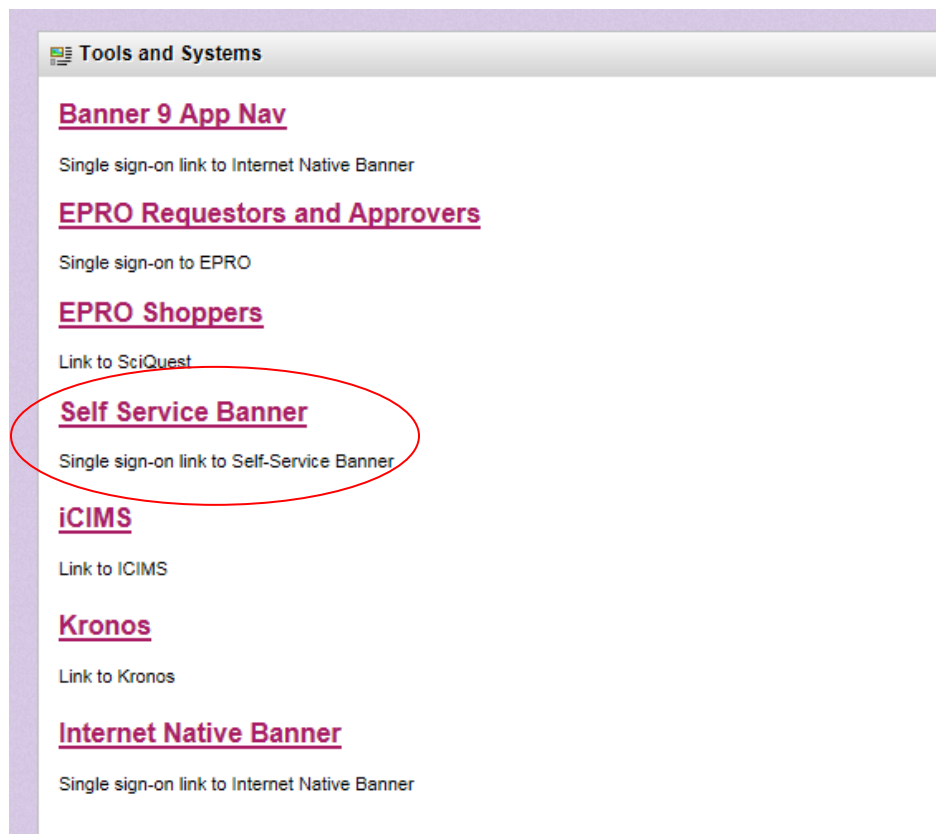
Begin by accessing the new Einstein portal—using your Montefiore username and password credentials to log in at <https://lum-prod.ec.einsteinmed.org/>

1)



The screenshot shows the Einstein portal login page. At the top left is the Einstein logo with the text "EINSTEIN" and "Albert Einstein College of Medicine" below it. Below the logo is a dark purple horizontal bar. Underneath the bar, the text "Sign in to your account" is displayed. There are two input fields: "User Name" and "Password", followed by a "Sign in" button. Below the input fields is a checkbox labeled "Remember me on this computer".

2) Click onto the second link to Self Service Banner



The screenshot shows a "Tools and Systems" page with a list of links. The links are: "Banner 9 App Nav" (Single sign-on link to Internet Native Banner), "EPRO Requestors and Approvers" (Single sign-on to EPRO), "EPRO Shoppers" (Link to SciQuest), "Self Service Banner" (Single sign-on link to Self-Service Banner), "iCIMS" (Link to ICIMS), "Kronos" (Link to Kronos), and "Internet Native Banner" (Single sign-on link to Internet Native Banner). The "Self Service Banner" link is circled in red.

3) Click on Pay Information on the Employee Services Tab



**Personal Information** **Employee Services** **Finance**

Search

## Employee

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[Electronic Personnel Action Forms](#)

[Benefits and Deductions](#)

Retirement, health, flexible spending, miscellaneous, beneficiary, benefits enrollment, Benefit Summary.

[Pay Information](#)

Direct deposit allocation, earnings and deductions history, or pay stubs.

[Tax Forms](#)

W4 information, W2 Form.

[Jobs Summary](#)

[Leave Balances](#)

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**RELEASE: 8.8.3**


4) Click on Pay Stub Link and select the year you want to view



**Personal Information** **Employee Services** **Finance**

Search

## Pay Stub

 Choose a year and then select Display.

**Pay Stub Year:**

**RELEASE: 8.12.1.5**

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