

MoDOT & MSHP Electronic Pay Stub Step-by-Step Instructions

Log on to the secure Internet site: <https://peoplesoft.modot.mo.gov>

or click on the "Employee Self Serve" icon  on your desktop

Employee Self
Serve

Step 1



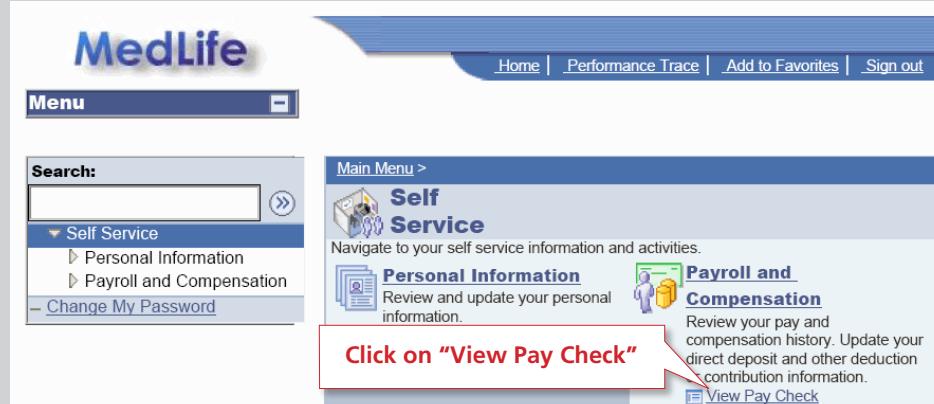
The screenshot shows the MoDOT & MSHP Medical and Life Insurance System login page. At the top, the MoDOT logo and the text "MoDOT & MSHP Medical and Life Insurance System" are displayed. Below this, there is a red box containing the text: "Your User ID is the 6 digits noted in red from your Member ID on your Anthem Insurance card". A red arrow points from this text box to the "User ID" input field. Another red box contains the text: "Enter your last 4 digits of your social security number as the password". A red arrow points from this text box to the "Password" input field. The "Sign In" button is located below the password field. To the right of the login form, there is a "Member ID" field containing "MGJ049877MDT" and a "Benefit Information" section.

Step 2



The screenshot shows the MedLife self-service menu. The menu bar includes "Menu" and "Search:" with a search bar and a magnifying glass icon. Below the search bar, there are two items: "Self Service" and "Change My Password". A red speech bubble with the text "Click on the words 'Self Service'" is positioned over the "Self Service" menu item.

Step 3



MedLife

Home | Performance Trace | Add to Favorites | Sign out

Menu

Search:

Self Service

- Personal Information
- Payroll and Compensation

Change My Password

Main Menu >

Self Service

Navigate to your self service information and activities.

Personal Information

Review and update your personal information.

Payroll and Compensation

Review your pay and compensation history. Update your direct deposit and other deduction contribution information.

[View Pay Check](#)

Click on "View Pay Check"

Step 4



MedLife

Menu

Search:

Self Service

- Personal Information
- Payroll and Compensation
- View Pay Check**

Change My Password

STATE OF MISSOURI

Payroll Advice Statement

General

To print your paycheck, click "Print Friendly Version"

View a Different Paycheck

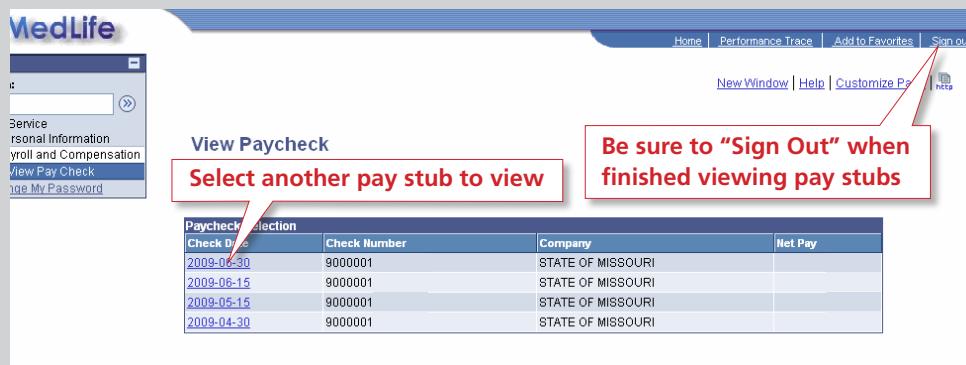
Print Friendly Version

Click here to view a different paycheck

Pay Period End Date:

Check Date:

Step 5



MedLife

Home | Performance Trace | Add to Favorites | Sign out

New Window | Help | Customize Page |

View Paycheck

Select another pay stub to view

Be sure to "Sign Out" when finished viewing pay stubs

Paycheck Selection			
Check Date	Check Number	Company	Net Pay
2009-06-30	9000001	STATE OF MISSOURI	
2009-06-15	9000001	STATE OF MISSOURI	
2009-05-15	9000001	STATE OF MISSOURI	
2009-04-30	9000001	STATE OF MISSOURI	