



## People and Money system

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### Employee Guide- How to View Assignment Details

Employee

Estimated time to complete: 2 minutes

#### In Brief...

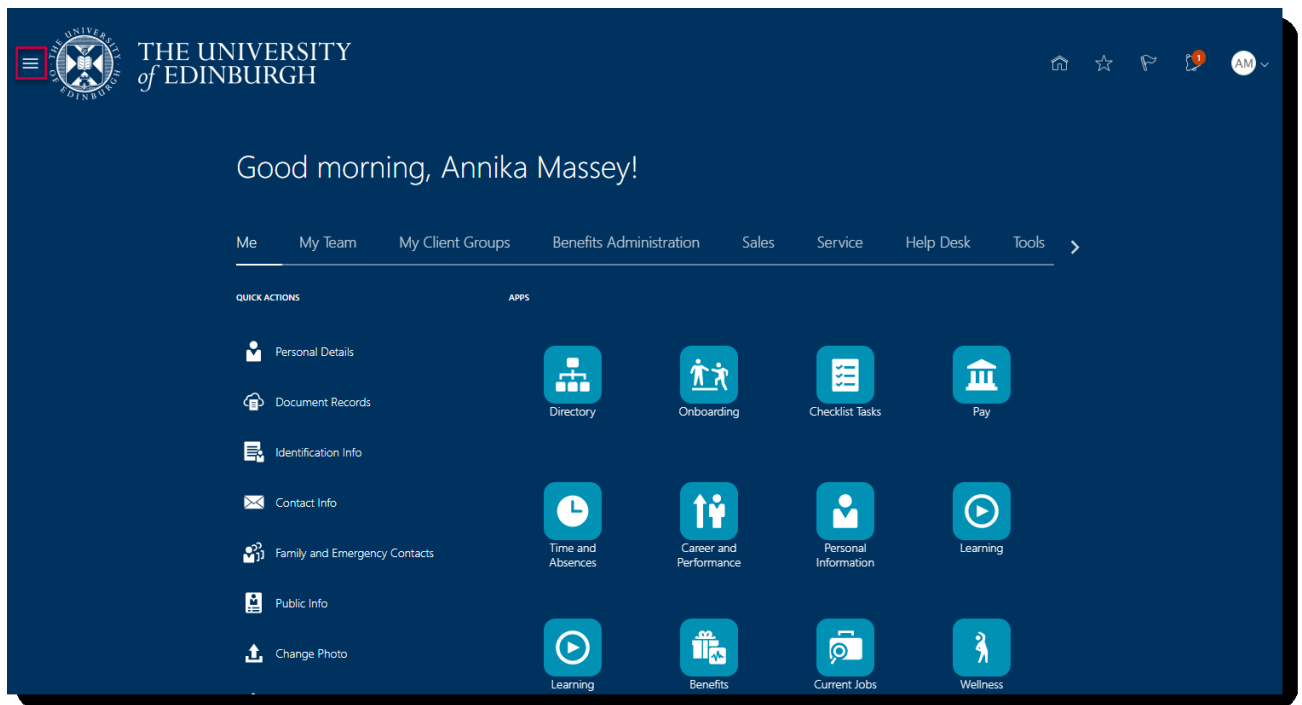
This is a simple overview of the process.

1. From the home page, click the **Navigator**  menu on the top left icon.
2. Open the **Me** section, then select **Personal Information**  Personal Information
3. Select the **Employment Info** tile
4. All relevant assignment details will be found under **Assignment**

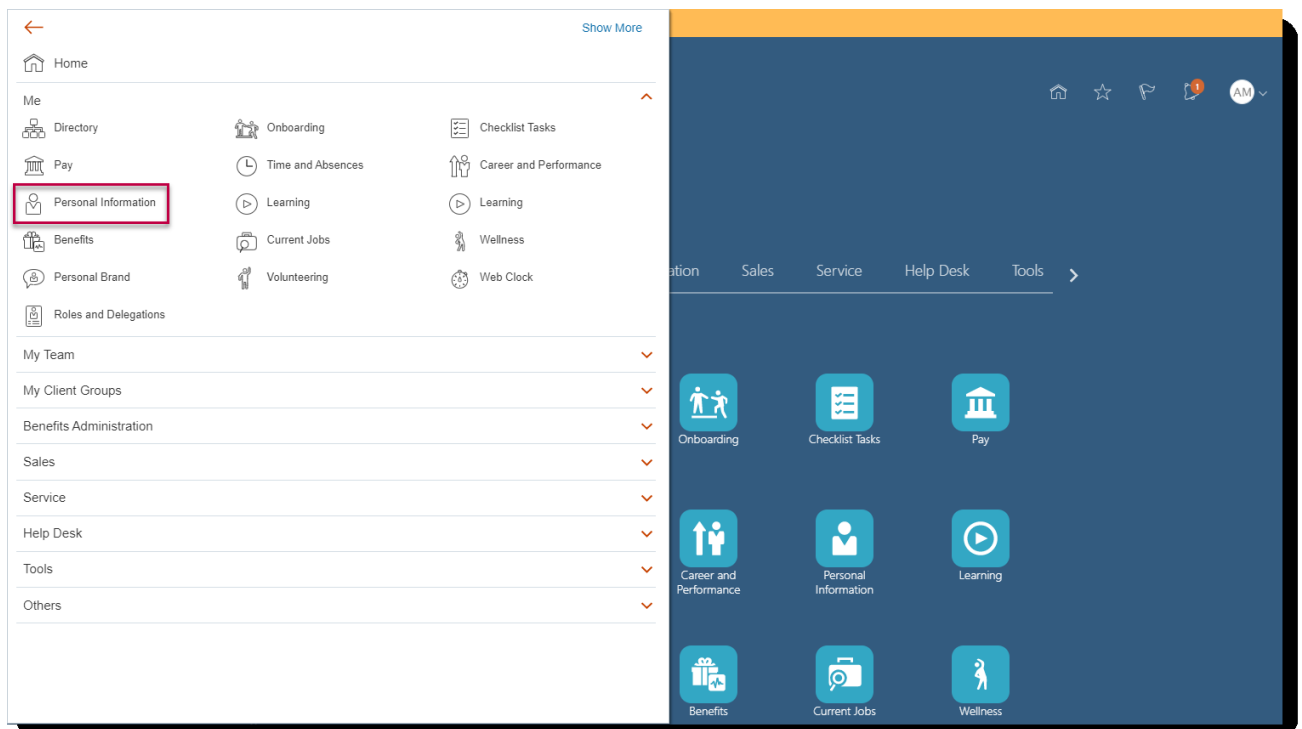
For detailed guidance, see the next section.

## In Detail...

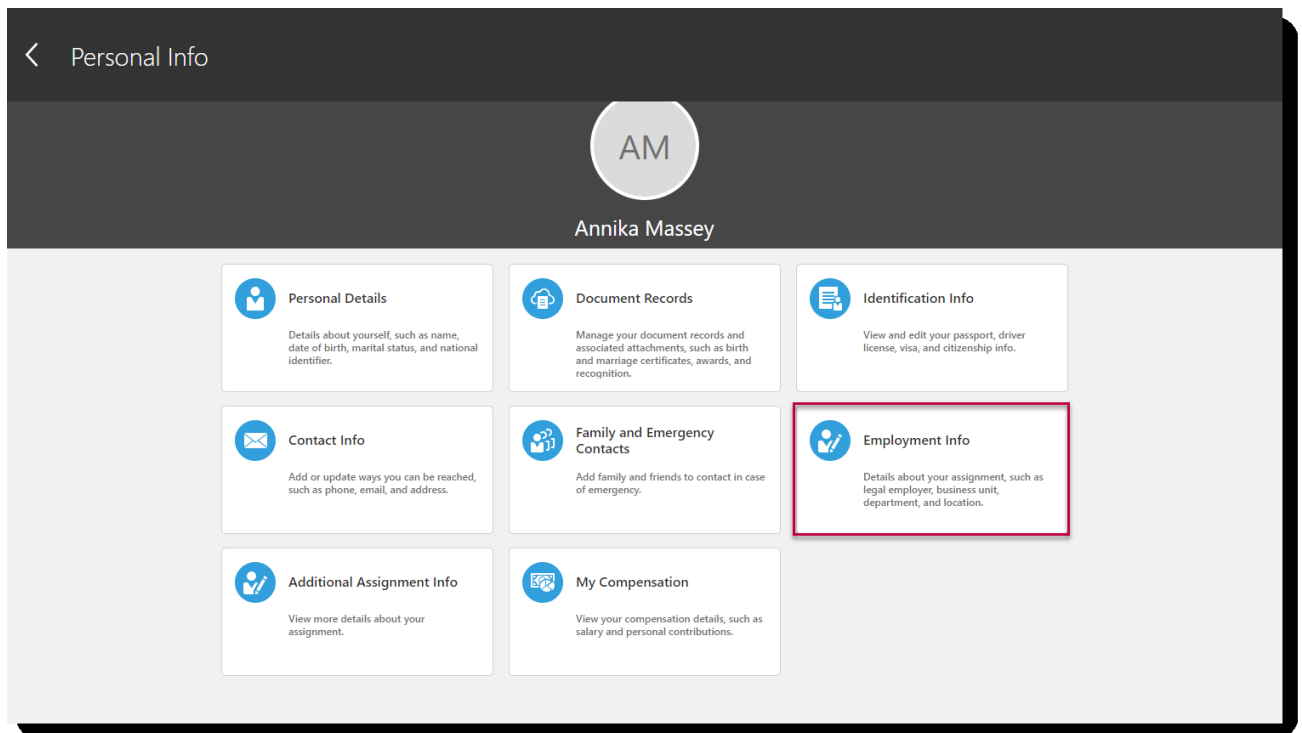
1. From the home page, click the **Navigator** menu on the top left icon



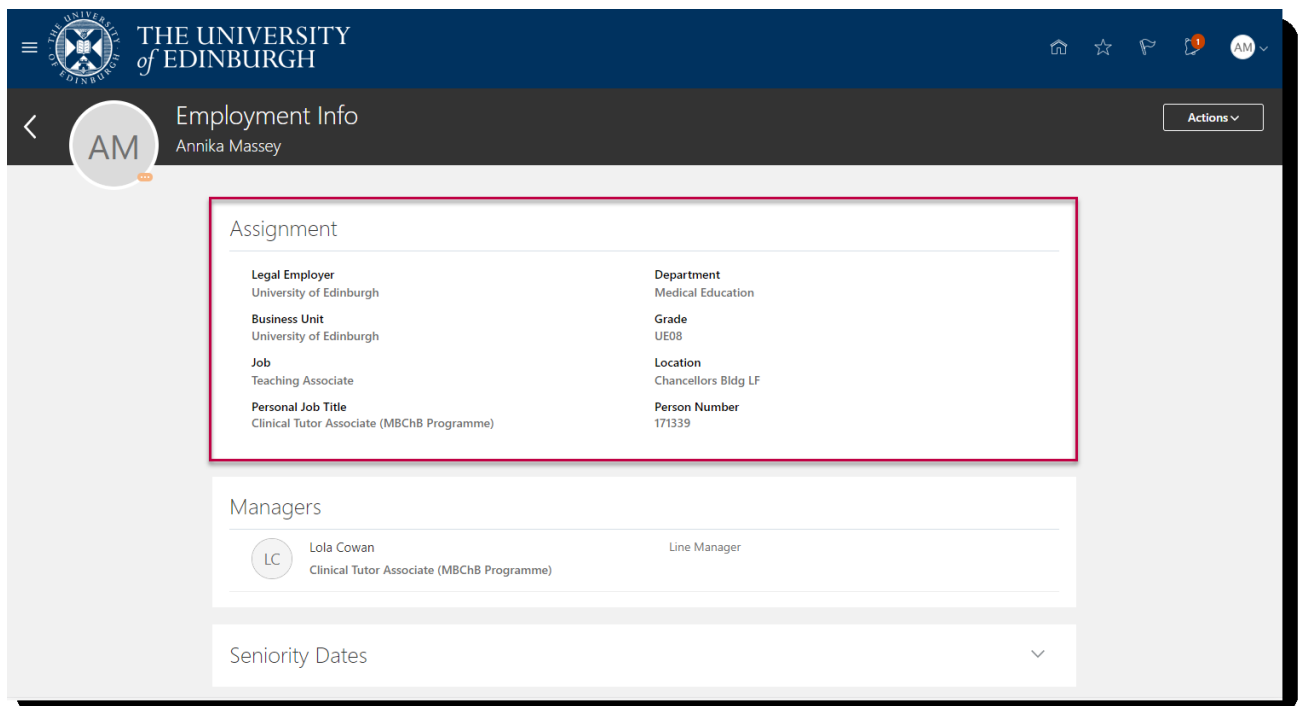
2. Open the **Me** section, then select **Personal Information**



### 3. Select the **Employment Info** tile



### 4. All relevant assignment details will be found under **Assignment**



## Glossary

Please refer to Glossary