

Getting to Your ADP Workforce Now Website

Welcome to your new ADP Workforce Now website! To get started at <https://workforcenow.adp.com>, enter your **User ID** and **Password** into the appropriate fields on the **User Login** tab then click **Log In**. To view supported internet browsers and operating systems, click the **Requirements** link.

The screenshot shows the ADP Workforce Now login page. At the top left is the ADP logo. Below it is a navigation bar with links for 'Privacy', 'Legal', and 'Requirements'. The main heading is 'Welcome to ADP'. On the right, there is a language dropdown menu set to 'English (US)'. Below the heading, there are two login options: 'Admin Login' and 'User Login'. The 'User Login' section contains the text 'Enter your user ID and password to Log In' and two input fields labeled 'User ID' and 'Password'. Below these fields is a 'Log In' button. To the left of the 'Log In' button are links for '(Forgot your User ID?)' and '(Forgot your password?)'. At the bottom left, there is a section for 'First Time User?' with links for 'Register Here' and 'or Help Getting Started'. Three red callout boxes with arrows point to the 'User Login' tab, the 'Log In' button, and the 'Requirements' link.

User Login tab

Enter your **User ID** and **Password**.

Click **Log In**.

Click **Requirements** to display browser and operating system requirements.

Navigating Your Website - EMPLOYEE

Note: Menus and submenu activities may vary based on your access privileges and company setup

Icons such as **Message Center**, **Calendar**, **My Profile**, **Support**, and **Log Out** provide quick access to common information and tasks. To set preferences, click on your name and select **Preferences**.

Click on the menu to access additional resources and work-related activities.

Your Home page displays important information in sections such as **Company Mission**, **Company Events**, **Forms** and **Quick Links**.

ADP

HOME RESOURCES MYSELF

Personal Information
Employment
Pay
Time & Attendance
Time Off
Talent
Benefits

Personal Profile
Dependents & Beneficiaries
Talent Profile

ANTHONY ALBRIGHT

Search Preferences

Company News

Record earnings for fourth consecutive quarter! Click here to read more.

Company Spotlight

Mary Smith had record sales for the month of May. Congratulations Mary! Click here to see all sales results for the month.

Quick Links

- Pay Statement
- Company Policies

Forms

- State Tax Forms
- Benefits Forms

Click here to access the full Forms Library.

Company Events

Making A Difference In Our Communities

Since the launch of our Volunteer Paid Time Off program, our office completed three large group projects and several smaller ones during a "Make a Difference Day" event. The team also committed to two year-round projects - Adopt-A-Park and Adopt-A-Trail. In the past six months, one third of all team members have volunteered to make a difference in their communities and engage in team-building.

If you or your team have found ways to give back to the community through the use of our Volunteer Paid Time Off Program, please send your stories to the team

We are all responsible to mg world around us so keep these stories AWD photos coming!

ADP News

Stay Connected with ADP Mobile Solution

ADP Secure for the go access in the palm of your hand!

Privacy Legal Requirements Product Feedback About

Now that you have logged into <https://workforenow.adp.com>, finding important activities and information is easy. Use the menus and submenus at the top of your screen to access resources and work-related activities. Important messages and events display in sections on your Home page. Your personal information can be found under the Myself menu and submenu options. If you have issues on this page, contact your company administrator for assistance.

Navigating Your Website - MANAGER/SUPERVISOR

Your Home page displays important information in sections such as **Company Mission, Company Events, Forms** or **Quick Links**.

Click on the menu to access additional resources and work-related activities.

Icons such as **Message Center, Calendar, My Profile, Support**, and **Log Out** provide quick access to common information and tasks. To set your preferences, click your name and select **Preferences**.

The screenshot shows the ADP website interface. At the top, there is a navigation menu with the following items: HOME, RESOURCES, MYSELF, MY TEAM, and REPORTS. Below the menu, the main content area is divided into several sections:

- Company Mission:** Includes a sub-menu with 'My Team', 'Employment', 'Time Off', 'Personal Information', and 'Time & Attendance'. A 'Delegated Activities Team Calendar' is also visible.
- Our Mission:** A text block describing the company's dedication to maximizing employee potential.
- Company News:** A news item titled 'Record earnings for fourth consecutive quarter!' with a 'Click here to read more' link.
- Company Spotlight:** A spotlight on 'May Smith' with a 'Click here to see all sales results for the month.' link.
- Quick Links:** A list of links including 'Pay Statement' and 'Company Policies'.
- Forms:** A list of links including 'State Tax Forms' and 'Benefits Forms'.
- ADP News:** A section titled 'Making A Difference In Our Communities' with a sub-header 'Company Events'.

At the top right of the page, there is a search bar and a user profile for 'ANTHONY ALDRIGHT' with a 'Preferences' link. A footer at the bottom contains 'Privacy', 'Legal', 'Requirements', 'Product Feedback', and 'About' links.

Note: Menus and submenu activities may vary based on your access privileges and company setup

Now that you have logged into <https://workforcenow.adp.com>, finding important activities and information is easy. Use the menus and submenus at the top of your screen to access resources and work-related activities. Important messages and events display in sections on your Home page. Your team members' information can be found under the My Team menu and submenu options. If you have issues on this page, contact your company administrator for assistance.