

# MyOregonState-Update Payroll / HR Address

From MyOregonState select Online Services Employee Dashboard link

The screenshot shows the MyOregonState Employee Dashboard. At the top left is the Oregon State University logo. The page title is "Employee Dashboard" with a "Beta" tag. Below the title are navigation links for "Overview", "Resources", and "Beta". The "Overview" section contains three main cards: "Employee Tools" with sub-cards for "Empcenter" (Time sheets and time off) and "Evals" (Electronic performance evaluation system); "IT System Status" with a message "All IT systems operating normally." and a link to "View more at status portal"; and "Trending" which lists various services with heart icons for favorites. A purple arrow points from the top left of the browser window to the "Online Services Employee Dashboard" link in the trending list.

my.oregonstate.edu

Oregon State University

Employee Dashboard Beta

[Overview](#) [Resources](#) [Beta](#)

Overview

Employee Tools

**Empcenter** [↗](#)  
Time sheets and time off

**Evals** [↗](#)  
Electronic performance evaluation system

IT System Status

All IT systems operating normally.

[View more at status portal](#) →

Trending

- Banner [♥](#)
- Web for Advisors [♥](#)
- BennyBuy [♥](#)
- CDRE Reports [♥](#)
- Box [♥](#)
- DocuSign [♥](#)
- MyDegrees [♥](#)
- Pay Stub [♥](#)
- Online Services Employee Dashboard [♥](#)
- Nolij [♥](#)

[View resources](#) →

From the Employee Dashboard select Direct Deposit Information

The screenshot shows the Oregon State University Employee Dashboard. At the top, there is a navigation bar with the Oregon State University logo and a search bar. Below the navigation bar, the page title is "Employee Dashboard". On the left, there is a profile picture placeholder and a "My Profile" button. On the right, there is a note: "Note: balances may not reflect most recent leave taken. For up-to-date balances, log in to EmpCenter". Below the note, there are several leave balance categories: Sick Leave in hours, Vacation Leave in hours, Personal Leave in hours, Furlough Leave in hours, Compensatory Time in hours, and Exchange Leave in hours. A link for "Full Leave Balance Information" is provided. The main content area is divided into two columns. The left column is titled "Pay Information" and contains links for "Latest Pay Stub: 03/31/2020", "All Pay Stubs", "Direct Deposit Information", and "Deductions History". There is also a link to "Opt out of printed earning statements". Below these links are expandable sections for "Earnings", "Benefits", "Taxes", "Job Summary", and "Employee Summary". The right column is titled "My Activities" and contains a link for "Electronic Personnel Action Forms (EPAF)".

From the Review Direct Deposit Information screen click on the Personal Information Tab

The screenshot shows the "Review Direct Deposit Information" screen. At the top, there is a navigation bar with the OSU logo and a search bar. Below the navigation bar, there are tabs for "Main Menu", "Finance", and "Personal Information". A purple arrow points from the "Personal Information" tab in the navigation bar to the "Personal Information" tab in the second screenshot. Below the tabs, there is a search bar and a "Go" button. On the right, there are links for "SITE MAP", "HELP", and "EXIT". The main content area is titled "Review Direct Deposit Information" and contains two sections: "Review Direct Deposit Information for Student Refunds / Employee Reimbursements" and "Review Direct Deposit Information for Payroll". Each section has fields for "Bank Routing Number", "Account Number", "Account Type", and "Status". At the bottom, there are buttons for "Edit Direct Deposit Information" and "Return to Main Menu". The page footer includes the text "RELEASE: 8.0 OSU" and "© 2020 Ellucian Company L.P. and its affiliates."

