Login to Works

1. Once granted access to Works, you will receive a Welcome email from the system that includes your username and a link to setup your password.
2. After you have created a password, you will be redirected to the actual Works site, located at:

   https://payment2.works.com/works

3. Enter your six digit HR employee ID as your Login Name, the password that you previously created and click Login.
4. Bookmark this site for future use and note that Works is only fully functional in Internet Explorer or Firefox.
5. Please note that if you attempt to access Works from a different computer or if Works unexpectedly shuts down, you will be asked to enter in your email address along with your login name and password to access the Works site again.