

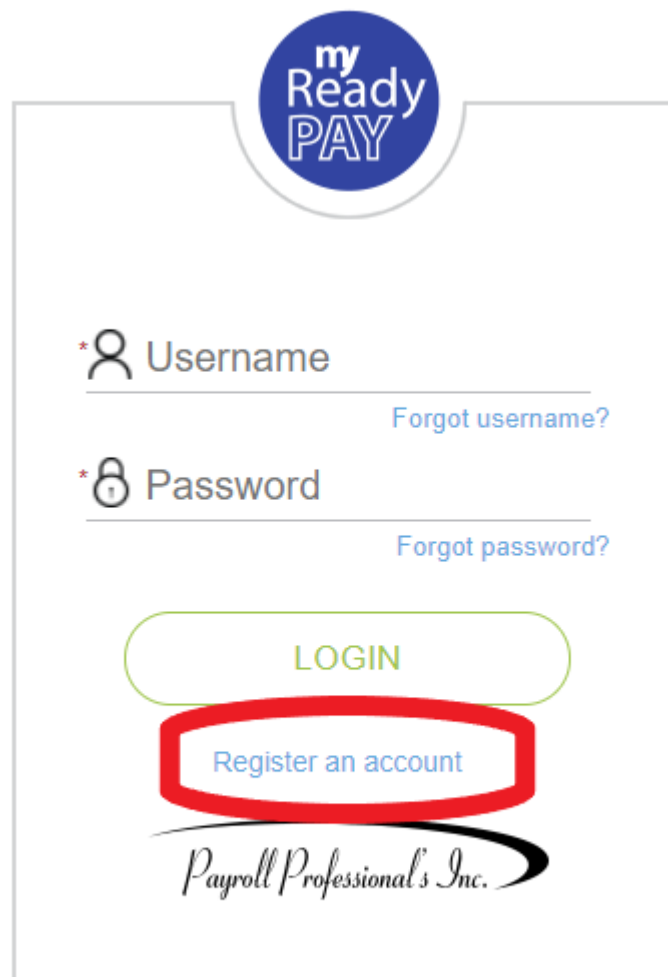
Employee Self Service(ESS) Kiosk

How to Register for an Account

1. Visit the below website to login

<https://ppo.payrollproinc.com/Kiosk/Login/Login.aspx>

2. Click on 'Register an account'



my Ready PAY

* Username [Forgot username?](#)

* Password [Forgot password?](#)

LOGIN

Register an account

Payroll Professionals Inc.

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1.7.3.0

3. Enter the required information



CREATE MYPPO USER ACCOUNT

 Company

 Last Name

 Last 4 Digits of SSN


 Zip Code

 Email

 Username

Password Requirements

Password must be at least 6 characters long, and contain at least one special character (ex: !@#\$%) or one digit (0-9).

 Password

 Confirm Password

REGISTER

[Return to Login Page](#)



Company: Four digit company number that is given to you by your employer

Last Name, Last 4 Digits of SSN & Zip Code

MUST match what is in the payroll system. Verify with your employer if there is an error.

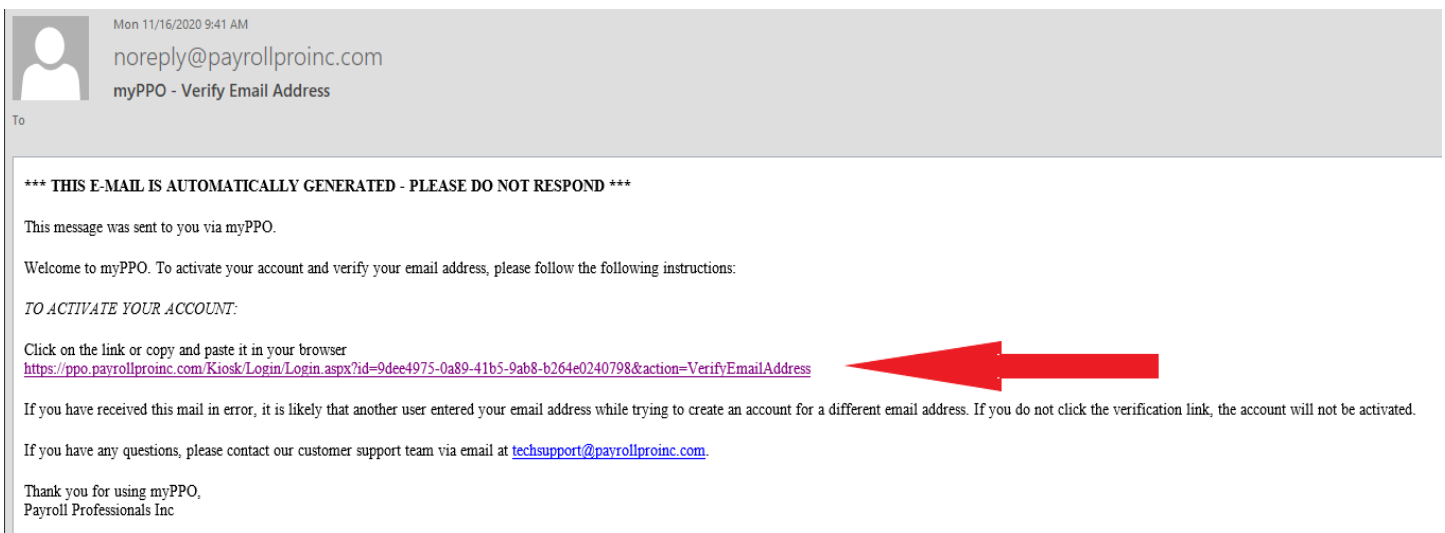
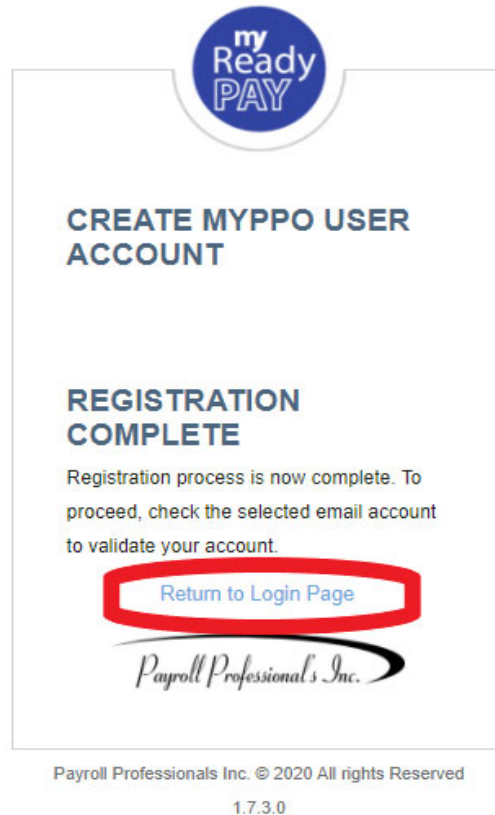
Email: This will be the email that is associated with your account for notifications, forgotten username, forgotten passwords, etc...

Username: This will be used for when you login and must not be used by another employee.

Password:

- Must be at least 6 characters long, and contain at least one special character (ex: !@#\$%) or one digit (0-9).
- Passwords must be changed every 90 days

4. You will receive a confirmation (below) if registration is successful
5. Click on 'Return to Login Page' OR you will receive an email with a link to login



Congratulations...you have successfully created your account!