Employee Portal
• Registration

PURPOSE: Provide employees with a secure electronic means of retrieving their documents (Check Stubs, W2s, and 1095Cs).

Additional Uses: Review W4 selections, address, and phone numbers.

TO REGISTER:

1. Have the Payroll Clerk add your personal email to your employee record – after the email is added you will receive an email from support@financial-intel.com in about 20 minutes from the time the email is added.

> **!** **Hint!** Use your personal email – if you leave this employer you will want to retain the ability to access your data!

FINANCIAL INTELLIGENCE

Welcome to Your County, AR Employee Portal

Jason L,

Welcome to the Employee Portal for Your County, AR!
Click or copy the following link into the address bar in your browser to complete the employee portal registration process.

http://192.168.212.119/rel8/portal/fiep.html?M=P&Email=beckyb@financial-intel.com&Chkm=987284899

Thank you,

Service powered by Financial Intelligence, LLC

Employee Portal

• Registration

2. Click the link contained in the email – the link in your email will be different; the registration screen for your porta will open

http://192.168.212.119/rel8/portal/fiep.html?M=P&Email=beckyb@financial-intel.com&Chkm=987284899

3. Enter a password and and verify the pasword in the fields, then click the **RESET PASSWORD** button

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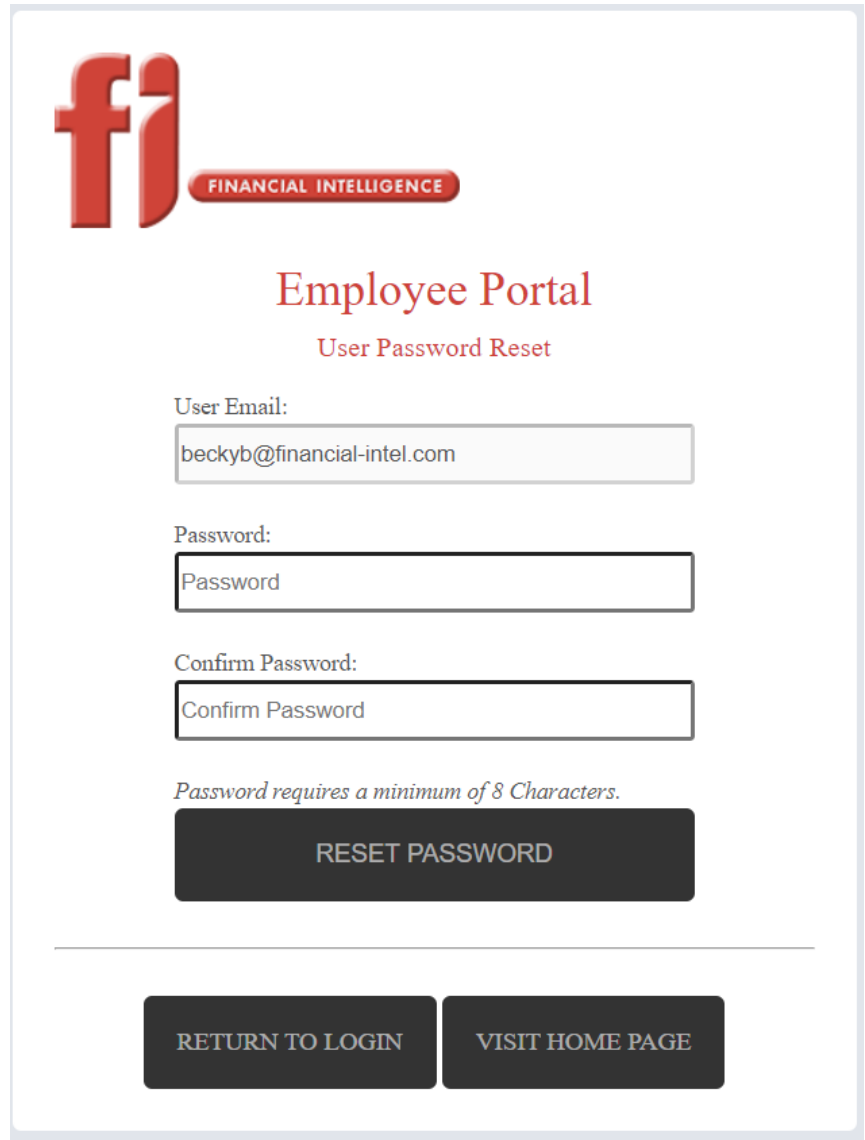
ℹ **Quick Tip!**

The password must be at least 8 characters long and must contain at least one of the following

1. *Uppercase Letter*

2. *Lower Case Letter*

3. *Number*

4. *Symbol*

Employee Portal

User Password Reset

User Email:

beckyb@financial-intel.com

Password:

Password

Confirm Password:

Confirm Password

Password requires a minimum of 8 Characters.

RESET PASSWORD

RETURN TO LOGIN   VISIT HOME PAGE

Employee Portal

• Registration

4. A verification screen will appear, you can close this – as another link will be emailed.

Then in 5 to 10 minutes you will receive a link to the Employee portal. Click the **SIGN IN** link.
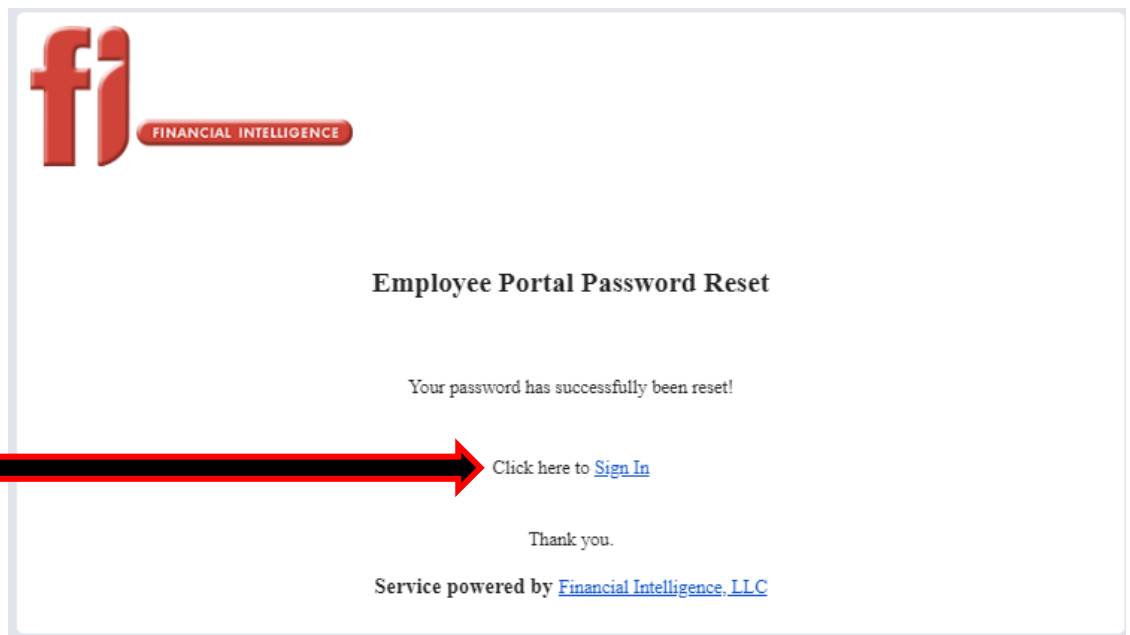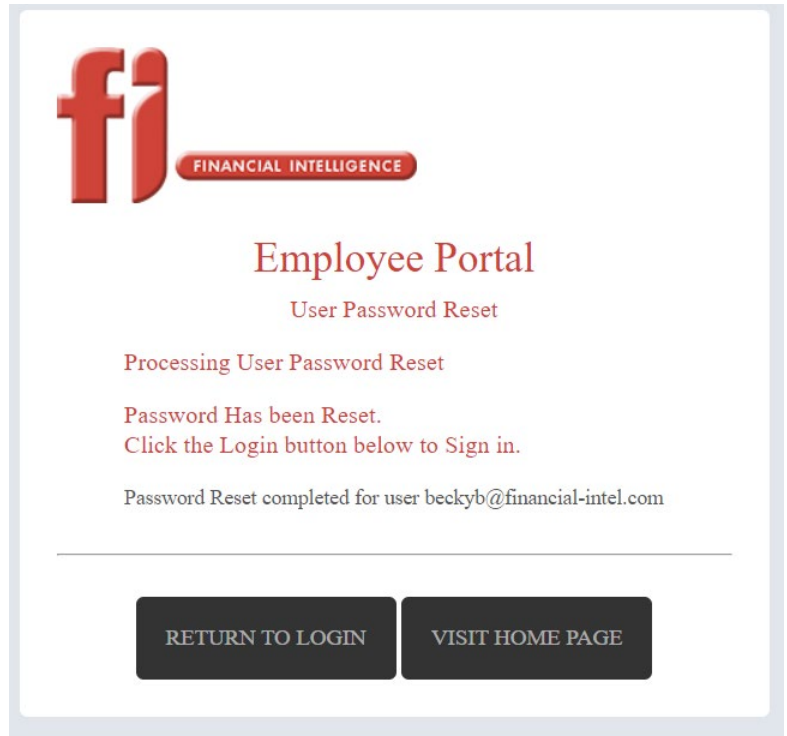
Employee Portal
- **Registration**

5. Save or add this link to your favorites for easy access (your URL will be different) – or keep this email so you can sign in from it again

6. Use the email you registered with and the password you set for your portal, then click the LOGIN button

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Employee Portal
Your County

Account Management

Email Address:

Email Address

Password:

Password

LOGIN

Forgot Your Password? Click here