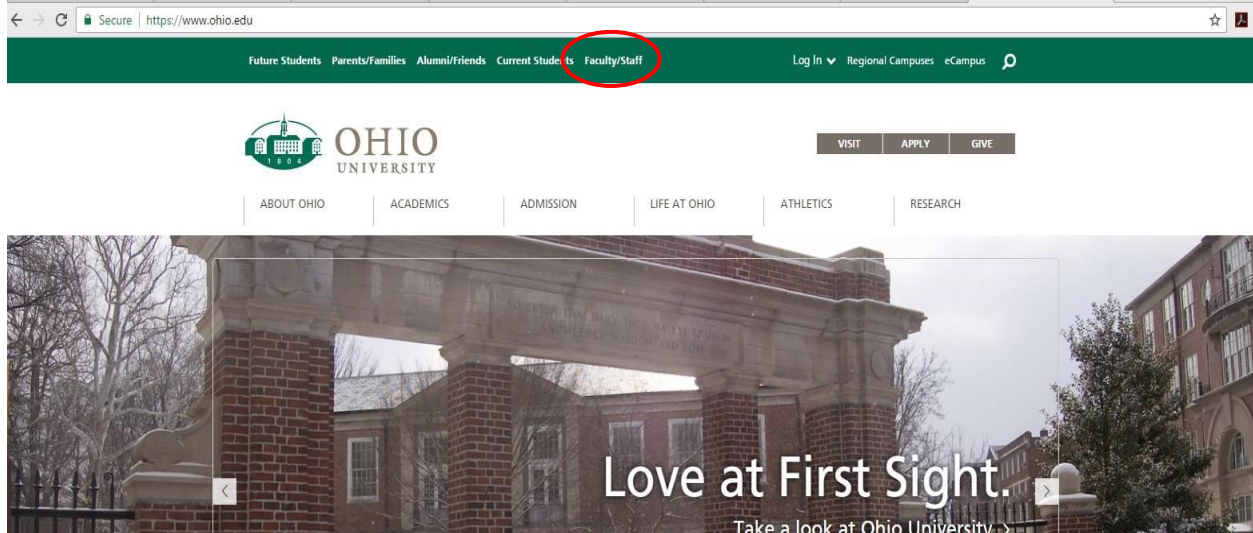
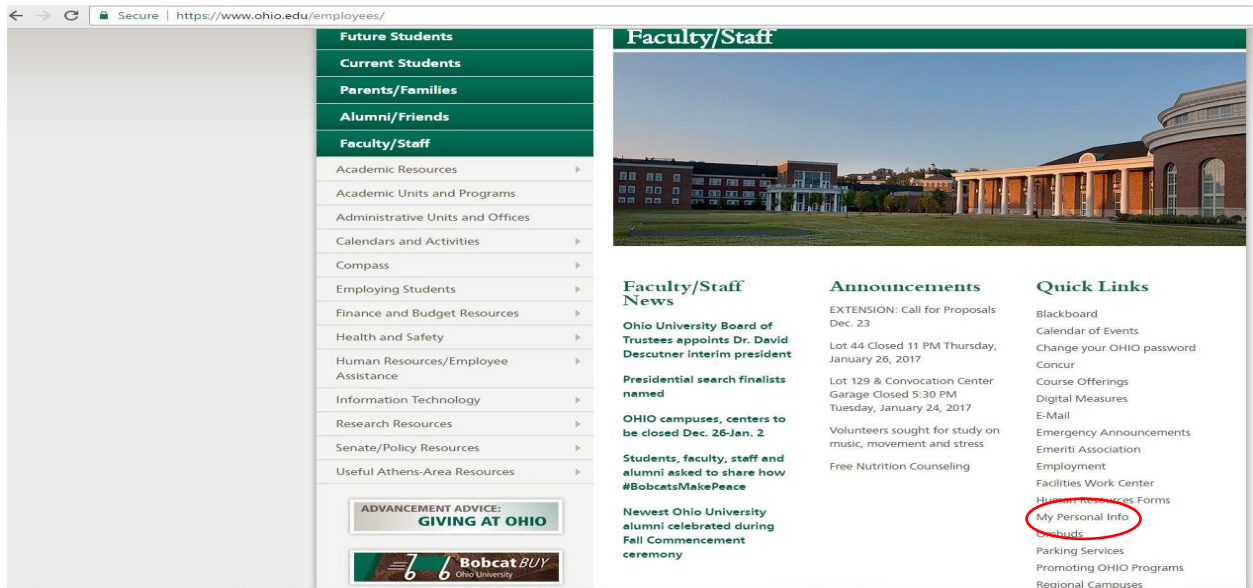


Managing Your Direct Deposit

GO TO WWW.OHIO.EDU– CLICK THE FACULTY/STAFF TAB



**GO TO MY PERSONAL
INFO UNDER
QUICK LINKS**



LOG IN WITH YOUR OU ID AND PASSWORD

Enterprise Business Systems

January 23, 2017

Ohio.edu

Welcome

My Personal Information provides self-service access to current and past paystubs, employment history, tax information and more.

This service will be unavailable due to scheduled system maintenance on the following dates:

- Each Sunday from 12:00am through 8:00am
- October 14th 5:00pm through 8:00pm
- November 18th 5:00pm through November 21th 8:00am

Access

Click on the link below to access your personal information.

My Personal Information (use your OHIO ID and Password)

Login Security Requirement

Starting Jan. 17, 2017, you will need to use [multi-factor authentication](#) when logging in from off-campus.

OIT highly recommends that you use Internet Explorer 9 or higher for Oracle E-Business Suite access. Please see this helpful links below for setting up your security to optimally run Oracle E-Business Suite.

Google Chrome is not supported at this time. Please do not attempt to use Google Chrome for Ebiz access.

CLICK ON MY PERSONAL INFORMATION TO GET DROP DOWN MENU- CLICK PAYSリップ

Secure | https://myhr.ohio.edu/OA_HTML/OA.jsp?OAFunc=OAHOMEPAGE#

OHIO UNIVERSITY E-Business Suite

Enterprise Search All Go Search Results Display Pref

Oracle Applications Home Page

Main Menu

Personalize

- My Personal Information
 - Absence Management
 - Personal Information
 - Other Misc. Information
 - Payslip
 - Federal and State Tax Forms
 - Employment, Salary and Absence History
 - W-2 Wage and Tax Statements
 - Faculty/Staff Directory
 - Manage Payments**
 - Self Service Benefits
 - Disclose Disability Status
 - Disclose Veteran Status
- OU Manager Self Service

Worklist

Full List

From	Type	Subject	Sent	Due
There are no notifications in this view.				
✓ TIP Vacation Rules - Redirect or auto-respond to notifications.				
✓ TIP Worklist Access - Specify which users can view and act upon your notifications.				

Employee Payments

One of your Payment Methods must be selected for Accounts Payable (AP) Reimbursements that you may receive. Do not mark more than one.

Note: If you would like to add, delete, or update a payment method and the buttons to make these changes are not displayed on the screen below, this indicates that the payroll processing for your next pay has begun and you cannot make changes to your account until after your next pay date. A calendar of processing dates and pay dates for each payroll can be found at: <https://www.ohio.edu/finance/payroll/calendars.cfm>.

Add Deposit Payment

Fill in your checking account information and click on the magnifying glass to locate your transit code.

Payment Method **OU Direct Deposit**

Currency US Dollar

Amount Type Percentage

* Amount 0,0

Context

* AP Reimbursement Yes

Account Holder's Name Rufus Bobcat

* Account Type Checking Account

* Account Number 123456

* Transit Code

* Bank Name Chase+

Search by bank name and choose the correct transit code/routing number

To find your item, select a filter item in the pulldown list and enter a value in the text field, then select the "Go" button.

Search By Description Chase

Results

Select	Quick Select	Transit Code	Description
<input type="radio"/>		022300173	CHASE MANHATTAN BANK
<input type="radio"/>		021000021	CHASE MANHATTAN BANK

Payment Method **OU Direct Deposit**

Currency US Dollar

Amount Type Percentage

* Amount 0,0

Context

* AP Reimbursement Yes

* Account Holder's Name Rufus Bobcat

* Account Type Checking Account

* Account Number 123456

* Transit Code 022300173

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