

# Welcome!

We're glad you're getting set up to use  
isolved employee self service!



Your employer has enabled  
access to your payroll  
portal!

You now have access to isolved to view your  
paystubs, submit time off requests, enroll in  
your benefits, change your direct deposit  
and more from your phone or computer.

## Activate your Account

1



You will receive an email from  
papertrails@myisolved.com.  
Click the authentication link to  
begin setup.

2



When prompted for an  
authorization code, enter the  
last 4 digits of your social  
security number.

3



Create a secure password,  
answer security questions,  
and enter your cell phone #

4



After you enter your password  
and multi-factor  
authentication code, click the  
“Set Up Now” option to set up  
your passwordless “key”.

5



Set up your “key” with options  
such as FaceID, Thumbprint,  
Passcode, PIN, or other options  
present on your device.



Access your account 24/7

isolved People Cloud App



isolved People Cloud  
Empowering your people

OR visit: [myhrstuff.com](https://myhrstuff.com)

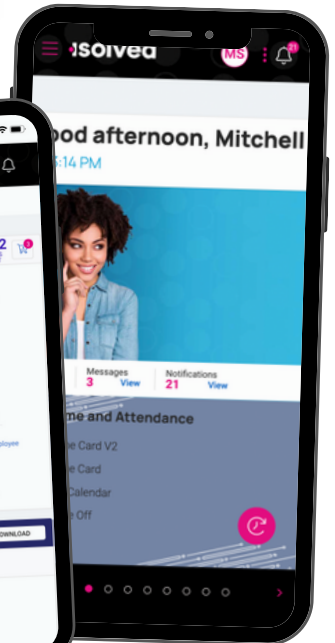
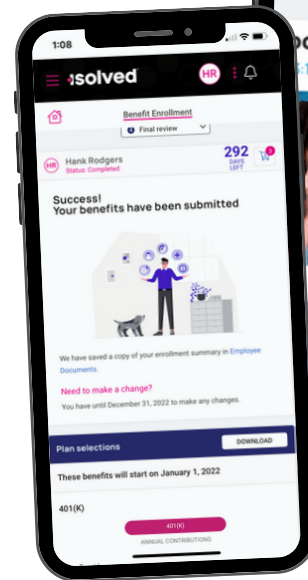


Scan to  
Download

ANDROID



APPLE



Get help with your account at  
[papertrails.com/help](https://papertrails.com/help)



PaperTrails