Use this link to start the registration process: <u>https://portal.adp.com</u>

		User Login Administrator Login
		First Time Users Register Here Need Help Getting Started? Update My Security Profile Change your Password Make This Site Your Home Page Forgot your User Id Forgot your Password
Register for ADP Services	sing, Inc.	Iª PRIVACY I≊ LEG/
Step 1 Regis Registration	Step 1 of 7: Begin Registration	
Step 2 Verify identity Step 3 Get User ID & Paccevent	Enter the registration code that you received f administrator. Registration code is not case set	rom your employer or ADP. If you do not have this information, contact your company sittive.
Step 4 Select Security Questions	Registration Code:	
Step 5 Enter Contact		MCAZ-PRISM09
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Step 6 EnterActivition Code		

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Register for ADP Ser	vices	
Step 1 Begin Registration	Step 2 of 7: Verify Ide	ntity
Step 2 Verify Identity	ADP is committed to protecting	your privacy and ensuring that only you can access your information. We ask for some personal
	Company Name:	Maricopa County, Arizona (Not your company? Re-enter your registration code.)
Step 4 Select Security Questions	Identity Type:	Full SSN 💌
Step 5 Enter Contact Information	First Name: Last Name:	
Step 6 Enter Activation Code	SSN or EIN or ITIN: * Confirm SSN or EIN or ITIN: *	You must use your name as it
		appears on your SSN card, should
		you receive an error, please
		Contact the OET Customer Care
		Center at 602-506-HELP.
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Step 1	Step 4 of 7: Se	lect Security Question	ons and Answers			
Step 2	To protect your acco	ount, the information you en	ter will be used to verify your id	entity if you forget your us	er ID and/or pas	sword.
Verify Identity	Security Questions and Answers					
Get User ID & 💙 Password	Answers must be at l	east 2 alphanumeric charac	ters long and are not case sensi	tive. Be sure to choose ans	wers you can re	member.
Step 4	Oversien 11					
Select Security Questions	Question 1:				Ŧ	
Step 5 Enter Contact						
	Question 2:				~	
Step 6 Enter Activation Code	Answer 2:					
Step 7 Review and Submit	Question 3:				T	
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If eMail was selected for notification an email will be sent similar to this example:



If a Mobile phone was also selected for notification a TEXT message will be sent to the mobile phone, it will be similar to this example (appearance varies based on mobile carrier). Standard text and data charges might apply based on your mobile carrier.



code: 76008. Do Not Reply.

May 16, 10:20 AM





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Register for ADP	Service	15				
Step 1 Begin Registration	0	Step 7 of 7: Review and Submit				
Step 2 Venity Identity	0	Review the information Previous.	on this page; click Submit to confirm	and continue. To make changes, use the left navigation options or click		
Step 3 Get User ID & Password	0	User ID:	CEmployee @MCAZ			
Step 4	0	Security Questions and	d Answers			
Select Security Questions		Question 1: Answer 1:	What was the name of your first pet?			
itep 5 Inter Contact nformation	0	Question 2: Answer 2:	What was the first concert you attended? a			
tep 6 Inter Activation Co	de	Question 3: Answer 3:	13: What was the first foreign country you visited?			
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		Work Email:	CEmployee @mail.maricopa.gov	Notification Activated		
		Personal Mobile:	602555555	Text Messaging Activated		
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Close the browser window. You have completed the process.

A confirmation email will be sent once the registration has been completed.

From: To:	■ ADP_Netsecure@adp.com Sent: Fri 5/18/2012 2:40	PM
CC Subjects	ADD Generated Message: Confirmation of Penistration	
Jubjetti	Abr Generated message, commution of Registration	ŝ.
Welco	ome, County Employee You have registered for ADP service(s).	
Use th	he information in this email to log in to your account.	
Login	Instructions:	
1.	Go to <u>https://portal.adp.com/</u>	
2.	On the Login page, enter the user ID: CEmployee @MCAZ	
3.	Enter the password you created during registration.	
4.	Click Log In to access your ADP services.	
Activa	ating Your Email Addresses and Mobile Numbers	
If you	 have not activated your email address and/or mobile phone numbers, do the following:	
1.	Go to this URL: https://netsecure.adp.com	
2.	Go to Myself > Contact Information to request an activation code.	
3.	Follow the instructions on the page to complete this task.	
You m may s retrie	nust activate your email address to receive notifications from ADP. For example, depending on your company setup, ADP end notifications when your pay statements are ready, benefit enrollment changes are processed, and/or your user ID is ved or password is reset. You must activate your mobile numbers to receive your login information upon your request.	
Have	questions or need assistance?	
Conta	ict your company administrator for assistance.	
This e	mail has been sent from an automated system. DO NOT REPLY.	