



➔ Access Pay Stubs
➔ Monitor Compliance

➔ Update Direct Deposit
➔ Change Tax Withholdings

➔ View W2s
➔ Update Personal Information

Registering Your Account

workforcenow.adp.com

First, we'll need your information so that we can create your account with I Am Boundless, Inc

1. Go to the ADP website
2. Select "Sign Up"
3. Select "I Have A Registration Code"
4. Enter Code: frankl-pay
5. Enter info and create username and password

Navigating ADP

Sign in to **workforcenow.adp.com**

Pay Stubs: Myself > Pay > Pay Statements

Compliance: Myself > My Information > Profile > Credentials

Direct Deposit: Myself > Pay > Payment Options

Tax Withholdings: Myself > Pay > Tax Withholdings

W2s: Myself > Pay > Annual Statements

Personal Info: Myself > My Information > Profile > Personal Info

(If applicable to position) **View Benefits:** Myself > Benefits > Enrollments

(If applicable to position) **PTO:** Myself > Time Off > Request Time Off