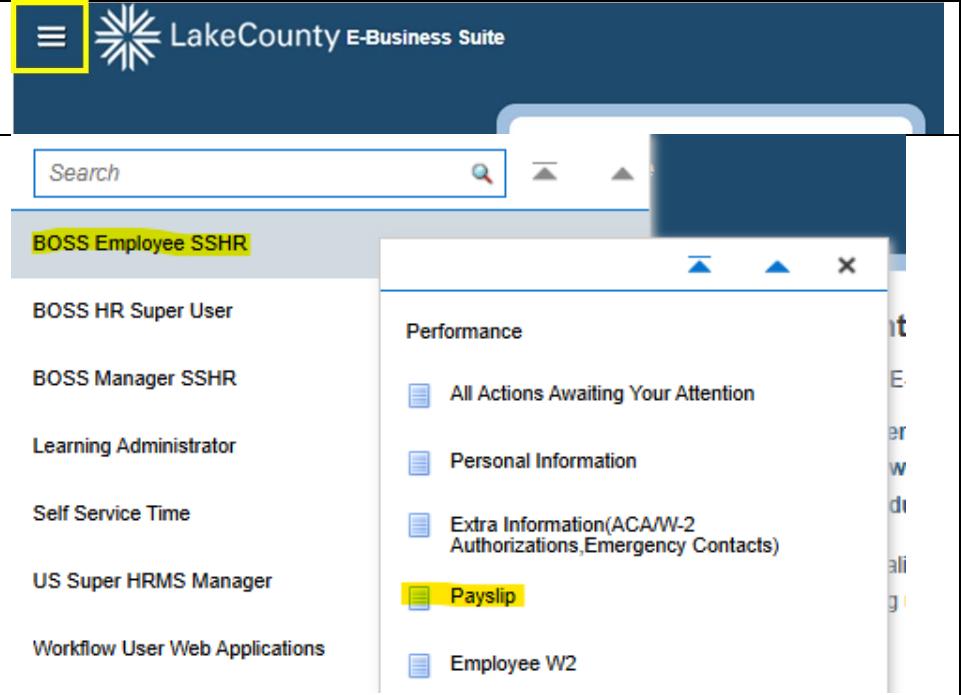
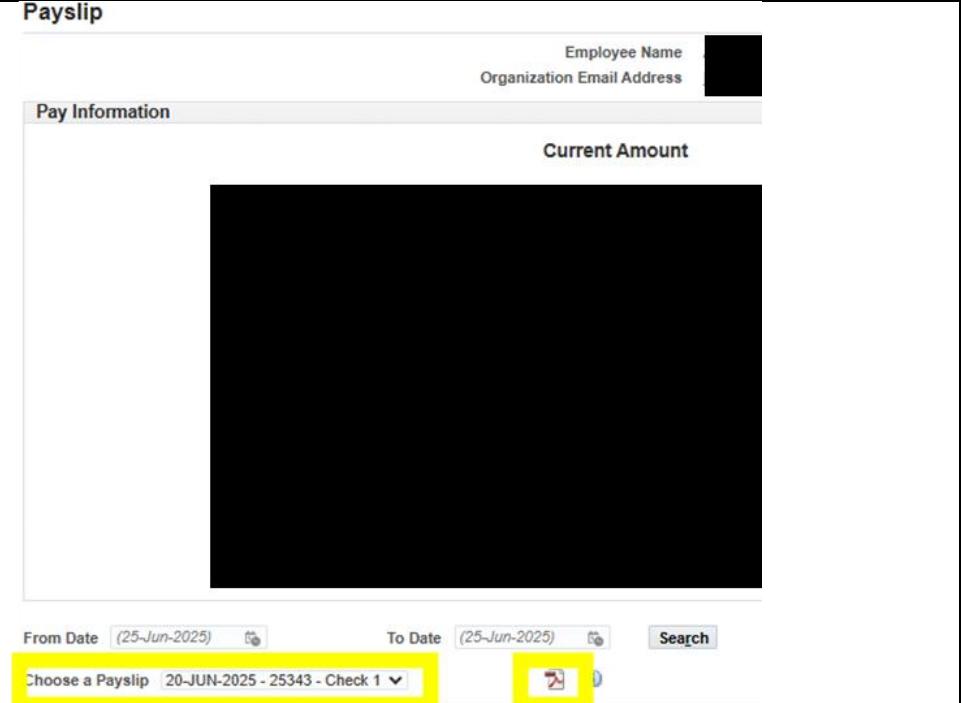
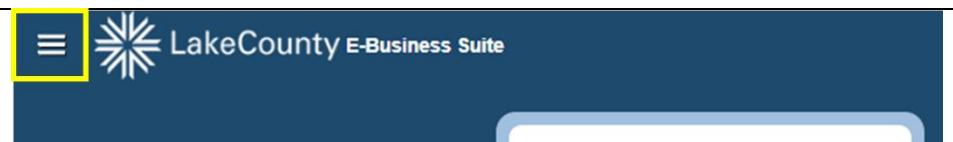


# How to Download Your Payslip From BOSS

<p>1. Log into BOSS and <b>click the Menu</b></p> <p>2. Click <b>BOSS Employee SSHR</b></p> <p>3. Click <b>Payslip</b> (Hint: You May Need to Scroll)</p>	 <p>LakeCounty E-Business Suite</p> <p>Search</p> <p>BOSS Employee SSHR</p> <ul style="list-style-type: none"><li>BOSS HR Super User</li><li>BOSS Manager SSHR</li><li>Learning Administrator</li><li>Self Service Time</li><li>US Super HRMS Manager</li><li>Workflow User Web Applications</li><li>Payslip</li><li>Employee W2</li></ul>
<p>4. <b>Select the Pay Period</b> under “Choose a Payslip”</p> <p>5. Click the <b>Adobe Icon</b> to Download.</p>	 <p>Payslip</p> <p>Employee Name [REDACTED] Organization Email Address [REDACTED]</p> <p>Pay Information</p> <p>Current Amount</p> <p>From Date (25-Jun-2025) To Date (25-Jun-2025) Search</p> <p>Choose a Payslip 20-JUN-2025 - 25343 - Check 1</p>

# How to Download Your W-2 From BOSS

1. Log into BOSS and **click the Menu**



2. Click **BOSS Employee SSHR**  
3. Click **Employee W2** (Hint: You May Need to Scroll)

BOSS Employee SSHR

- BOSS HR Super User
- BOSS Manager SSHR
- Learning Administrator
- Self Service Time
- US Super HRMS Manager
- Workflow User Web Applications

Timecard Reports

Benefits 1095 -C

Performance

- All Actions Awaiting Your Attention
- Personal Information
- Extra Information(ACA/W-2 Authorizations, Emergency Contacts)
- Payslip
- Employee W2**

4. Click the **W-2 PDF** to Download.

Form W-2 Wage and Tax Statement

Employee Name  
Organization Email Address

W2 Information

View or Download W2

**W2 PDF** County of Lake 2024

**W2 PDF** County of Lake 2023

**W2 PDF** County of Lake 2022