

My ADP Resource



IN THE BUSINESS OF YOUR SUCCESS®

ADP RESOURCE®

Simple, secure & powerful online tools for everyday living

THE FEATURES YOU WANT, THE FLEXIBILITY YOU NEED, THE PERKS YOU DESERVE

My ADP Resource is a state-of-the-art secure web site that gives you fast access to the job-related personal information you need most frequently. It's convenient, easy to use, highly intuitive, and completely private. Plus you get instant access to great deals and discounts on a wide range of premium-brand products, services and entertainment.

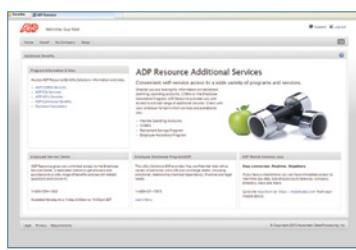


HOME PAGE

When you log in to My ADP Resource, the first thing you see is the personalized home page. On the right side the "I Want To" menu gives you one-click access to your pay statement, Form W-2 and other frequently accessed items.

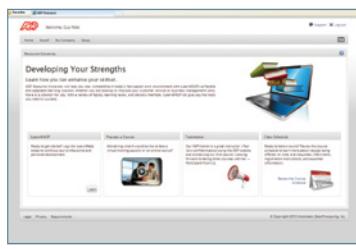
MY COMPANY

Your company's messages, announcements, documents and more are available under the My Company menu tab in Company News and Information. Find out about upcoming company events, download your employee handbook and complete and return required acknowledgements electronically. *(Available content varies by company)*



ADP RESOURCE ADDITIONAL SERVICES

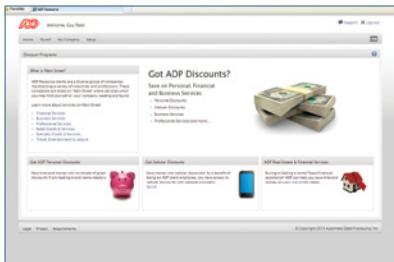
Get convenient self-service access to a wide range of supplemental programs and services that your company may offer through ADP Resource. These include the Life's Solutions® Employee Assistance Program and if applicable, you can access your Flexible Spending Accounts, 401(k) account, COBRA and Commuter Benefits.



ADP RESOURCE UNIVERSITY

ADP Resource University offers a wide variety of training programs on topics related to your current position and in areas that can help you take your career to the next level. Our learning management system, iLearn@ADP, helps you manage both required and skill-development training. You can tailor a training program to fit your needs and schedule, launch a program or rejoin one in progress, see what training has been assigned to you or suggested for you by your manager or company, even create a wish list of courses you may be interested in taking.

My ADP Resource



ADP PERSONAL DISCOUNTS

Get great deals and discounts through our exclusive ADP® Personal Discounts program. Save money on hundreds of premium-brand products and services.

MAIN STREET

Main Street is an online directory where ADP Resource client companies provide special offers to other clients and their employees. Find listings by category, including business services, retail goods and services, financial services, travel and more.

REAL ESTATE SERVICES

Whether you're looking to buy or sell a home, refinance your mortgage or simply need some timely moving tips, My ADP Resource provides access to valuable resources that can save you time, money and stress.

CELLULAR DISCOUNT

ADP has partnered with Sprint® to provide plan and phone discounts to employees for personal plans for both existing and new customers.

NOT LOGGED ON YET? GETTING CONNECTED IS EASY!

The My ADP Resource login process utilizes Netsecure, a leading edge Internet security application. If you need additional assistance, call the ADP Resource ESC at 800-416-6131.

1. To register for the first time, obtain the Registration Pass Code for your company. If you have not been provided it, please contact the ESC.
 2. Open a new browser window and enter the following URL **www.MyADPResource.com** in the address bar. Press the "enter" key.
 3. Click on the "**Register Now**" link found on the left hand side of the screen under the Netsecure heading.
 4. Enter the Registration Pass Code for your company and click the "**Next**" button.
 5. Follow the instructions on the screen to complete registration. This step will ask for the email address you would like your Netsecure User-ID to be sent to and to select a password. Close browser when done.
 6. Retrieve your Netsecure User-ID from the inbox of your designated email address.
 7. Open a new browser window and enter the following URL **www.MyADPResource.com** in the browser. Press the "enter" key.
 8. Click the "**Employee log-in**" button on the left hand side of the screen.
 9. Enter your new User-ID and Password to enter the My ADP Resource site.