

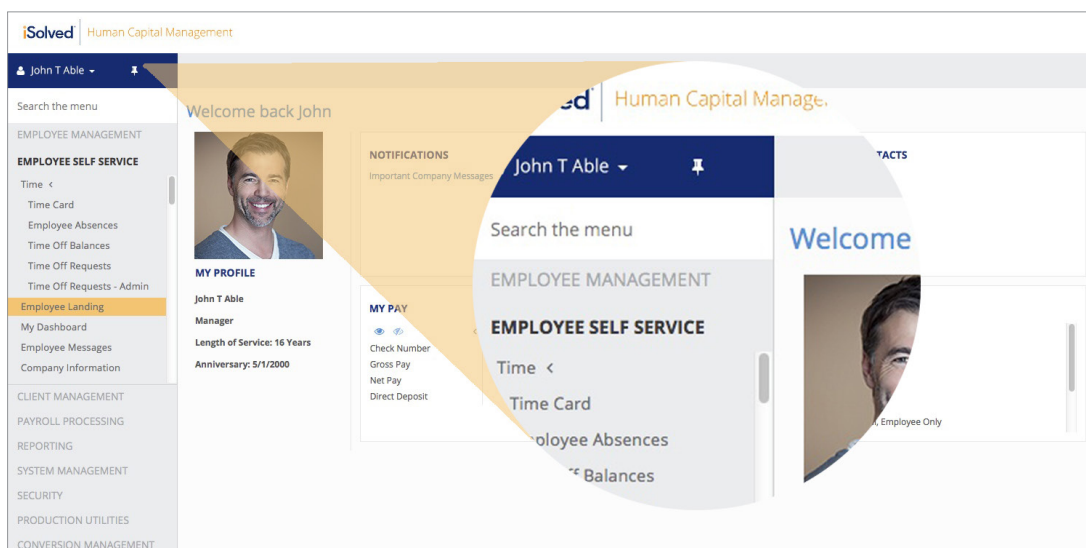


## Visual Enhancements To Menus & Landing Pages

When you log into iSolved on May 27 and after, you will notice that it has a fresh new look, with an easier flow and a cleaner, more updated feel. It's now quicker and easier for you to learn, navigate, and get your tasks done. **A few things are in different spots, but functionality, current settings, accessibility, information, or administrative access will not change.**

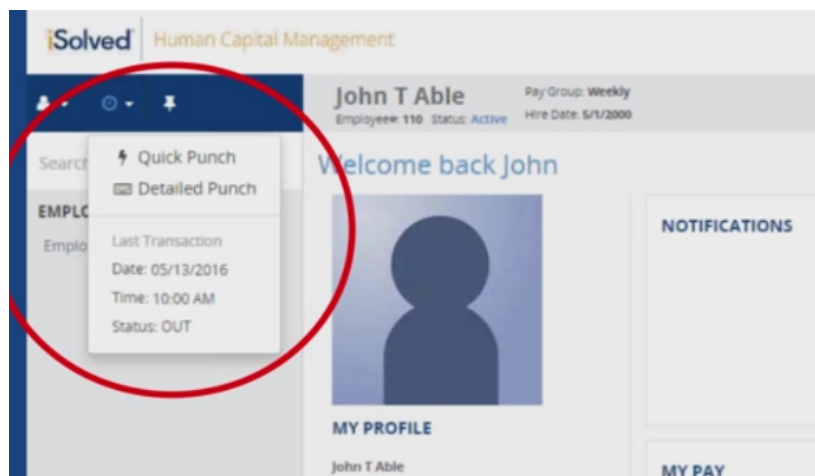
### Home/Account/Learning Center/Logout

If you're looking for the option that drops down to take you to the Home screen, My Account, the Learning Center, and Logout, look on the left side of the screen.



### Punching In and Out

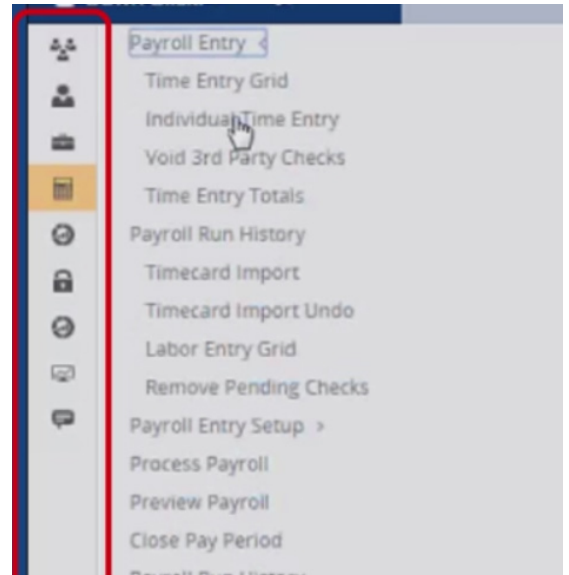
The time punch menu is also on the left side of the screen in the new layout. Click on the Clock icon in the upper left corner (between the Home/Account/Learning Center/Logout icon and the push-pin icon), and you'll see the full menu drop down. It includes all the same options you're used to seeing, including Quick Punch and Detailed Punch, along with your last transaction information.



## Collapsible Sidebar

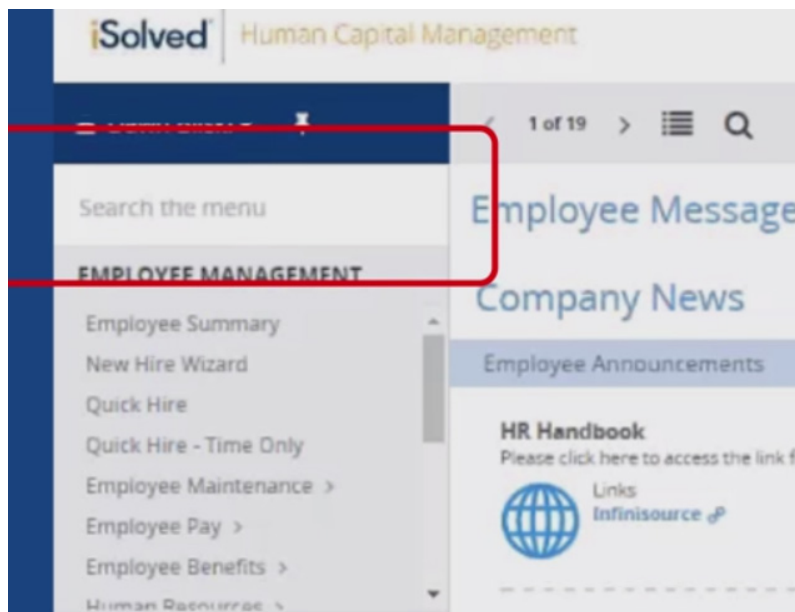
You can now collapse the side bar to increase viewing space on the main screen. This is especially helpful when viewing reports. To collapse the side bar, click on the push-pin icon in the upper left corner (next to the clock).

If you want to get the bar back, just click it again and it will reappear.



## Search Feature

The search feature is better than ever, and it's easy to find the search bar – just look under your name on the left side.



**We hope you enjoy the fresh new look of iSolved!**

**D | P | S**  
DOMINION PAYROLL SERVICES

dominionpayroll.com  
804.355.3430 / 877.DPS.PAYU

copyright 2016