

MyHR App Log In

- Head to the App Store on your device
- Search for MyView



MyView (for Zellis HCM Cloud)

- Or Scan the QR Code

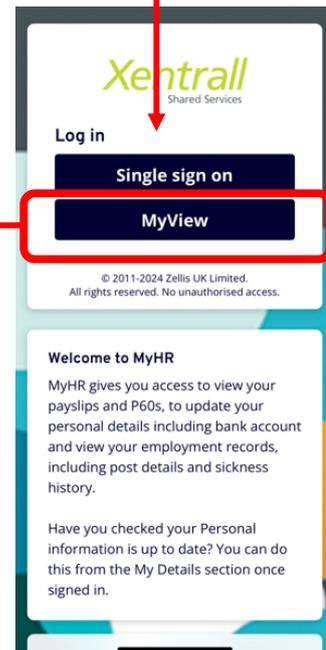
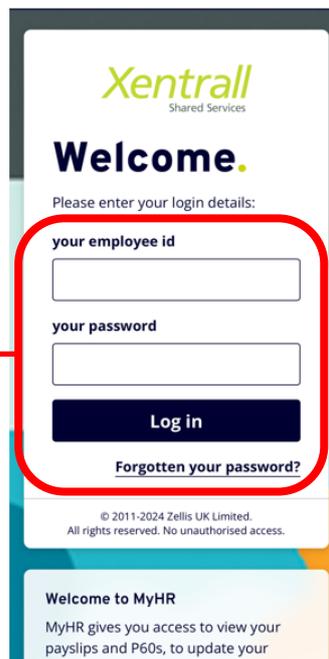
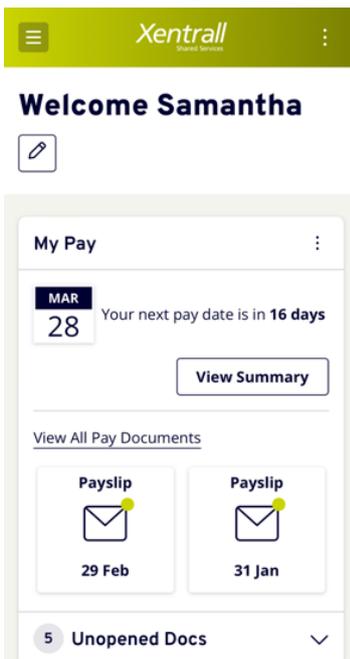
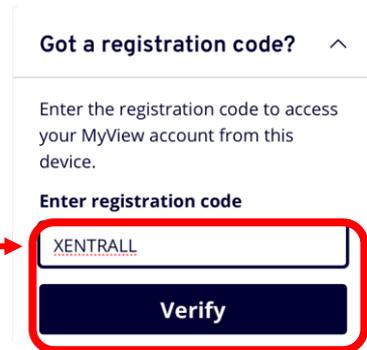
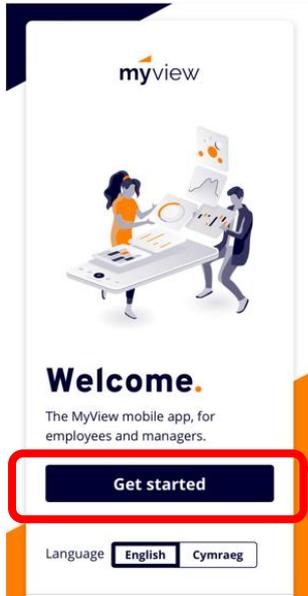


Apple App Store
Users



Google Play
Store Users

- Download the MyView App
- Open the app and click Get Started
- Click “Got a registration code?”
- Enter registration code XENTRALL
- Click Verify
- You will be taken to the MyHR landing page
 - If you have a council email address, please use the Single Sign On guidance
 - If you are an offsite worker or do not have a Council log in, continue to follow this guidance
- Click MyView
- Enter your Employee ID, Password and Security Question (the same details you use to access the website)
- When prompted, you can allow your device security to log you in, in future (e.g. fingerprint/passcode/facial recognition)



Once logged in, you will find the same access as you have on the website.

To access the Main Menu, click here

To **Sign Out**, View Details and view security, click here

The screenshot displays the Xentrall user interface. At the top is a green navigation bar with the Xentrall logo and 'Shared Services' text. On the left of the bar is a hamburger menu icon, and on the right is a vertical ellipsis icon. Below the bar, the user is greeted with 'Welcome Samantha' and a pencil icon for profile editing. The main content area features a 'My Pay' section with a date selector for 'MAR 28' and a message: 'Your next pay date is in 16 days'. A 'View Summary' button is located below this message. Underneath, there is a link for 'View All Pay Documents' and two 'Payslip' cards with envelope icons and dates '29 Feb' and '31 Jan'. At the bottom, a notification shows '5 Unopened Docs' with a downward arrow.