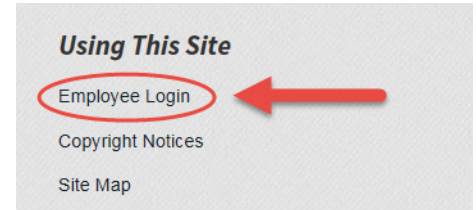
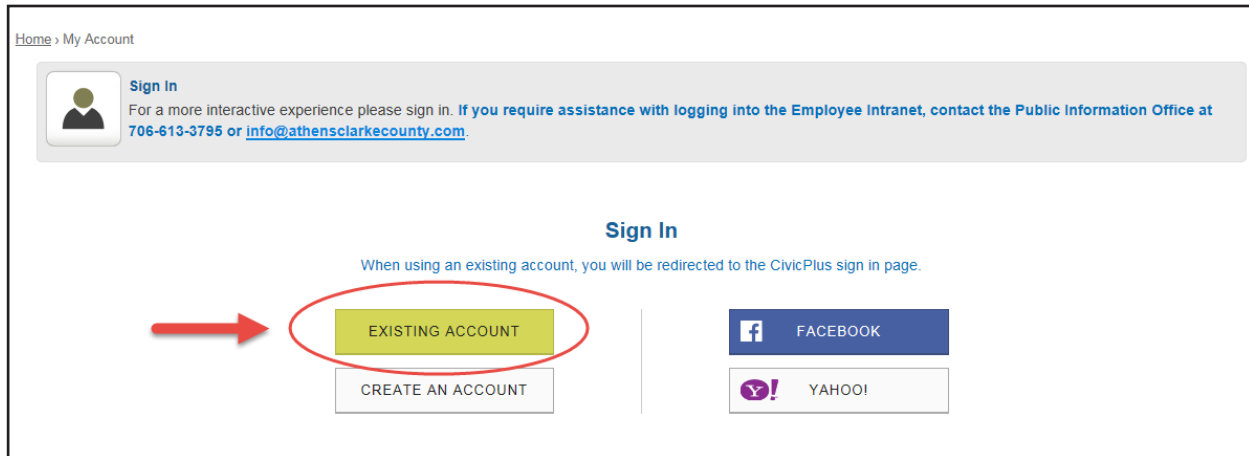


Accessing the Employee Online Services Portal on accgov.com

1. Begin by going to <https://www.accgov.com/intranet> or clicking the “Employee Login” link at the bottom of any page of accgov.com.

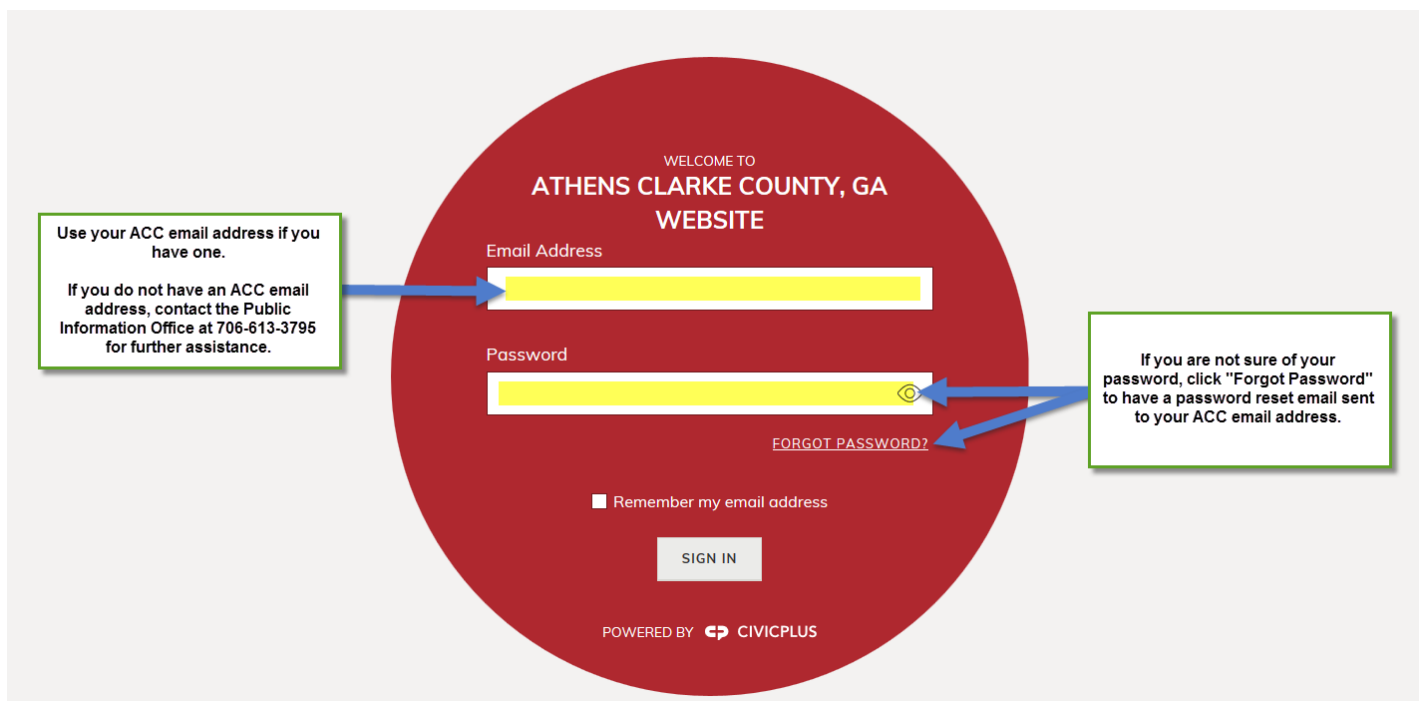


2. Next, click the “Existing Account” button on the login screen:

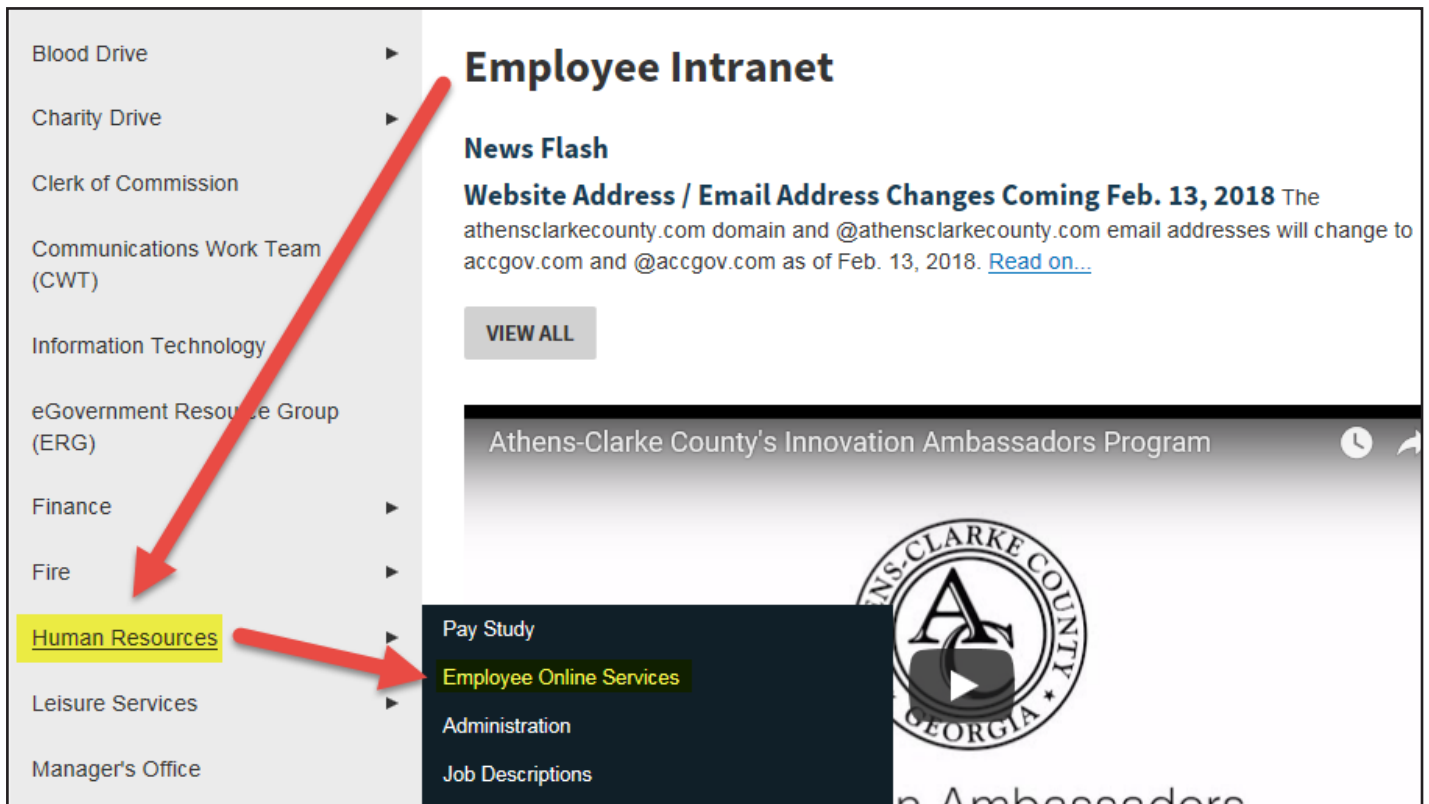


3. Third, fill in your appropriate login information. Use your ACC email address. If you do not have an ACC email address, contact the Public Information Office (PIO) at 706-613-3795 for assistance. The PIO can create an account using a personal email and issue proper access to that account.

If you do not remember your password (and you are using an ACC email address), type your email address in the proper field and click “Forgot Password” to have reset instructions emailed to you.

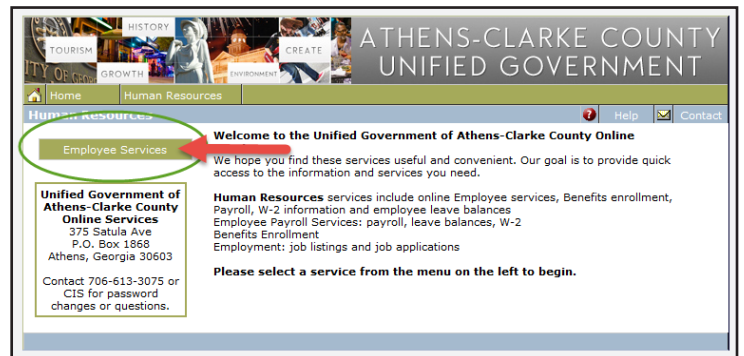


4. Once logged in on the Intranet page, select “Employee Online Services” under “Human Resources” like so:



5. You are now directed to the Employee Online Services portal. Click “Employee Online Services.”

****NOTE: You are only able to access Employee Online Services from a computer on the ACC network****



6. Click “Human Resources.”



7. Finally, click “Registered Users” and login using your Employee Online Services login.

****NOTE: Your Employee Online Services login is NOT the same as your Intranet login. If you have questions concerning your Employee Online Services account, contact IT at 706-613-3075 or IT@accgov.com.**

