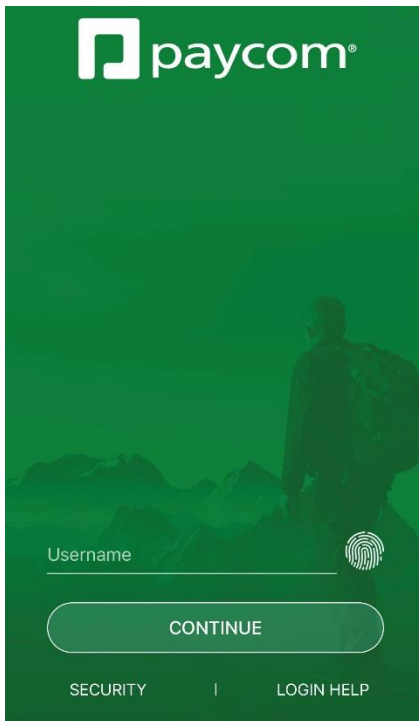


# Paycom Employee Self-Service (ESS) Username and Password Reset

Associates can reset their own username or password using the Paycom app or internet browser.

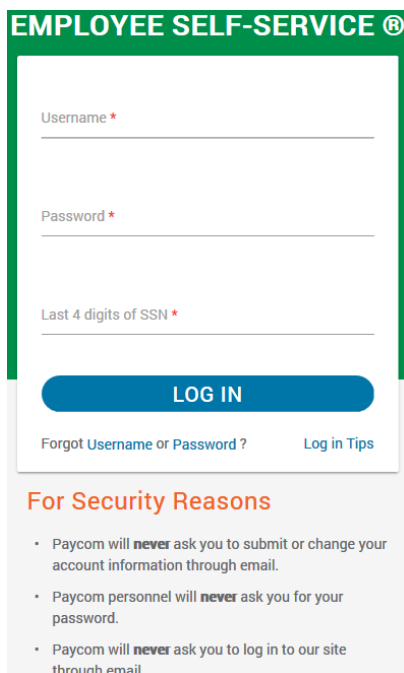


## Paycom App

1. Open the Paycom App on your smartphone or other device.
2. In the lower right corner, click on “LOGIN HELP”.



3. Click on “Reset Password” if you forgot your password or “Recover Username” if you don’t know your username.
  - If you’ve forgotten your password, Paycom will ask for your username.
  - If you’ve forgotten your username, Paycom will ask for your email address you used to create your ESS account.



## Paycom via Internet Browser

1. Open your internet browser on your computer or other device.
2. Enter the web address:  
<https://www.paycomonline.net/v4/ee/web.php/app/login> or use your browser’s search function to find “Paycom Employee login”. Ensure you are on the on the official Paycom website by verifying the web address on your screen matches the URL typed above.
3. Below the blue “LOG IN” button, click on “Username” or “Password” depending on which you’ve forgotten.
  - If you’ve forgotten your password, Paycom will ask for your username.
  - If you’ve forgotten your username, Paycom will ask for your email address you used to create your ESS account.