



iVisions

Login Process

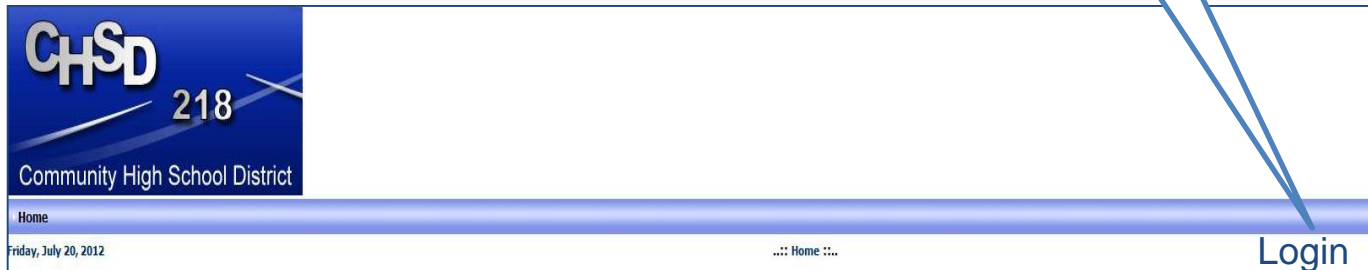
\$ www.chsd218.org (or school website)

\$ **Staff Resources**

\$ ***iVisions***

\$ ***Login*** (far right)

Login



Initial Login

User Name

Your NT/Computer Login

(Example: smithq)

Password

218CHSD218



A screenshot of a web login form. It features two input fields: 'User Name:' and 'Password:'. Below the password field is a blue 'Login' button. Underneath the button is a checkbox labeled 'Remember Login'. At the bottom of the form is a blue underlined link that says 'Forgot Password?'.



You will be prompted to change your password

Change Password


\$ Enter ***Current Password***

\$ Enter ***New Password***

\$ ***Confirm New Password***

Please take note of your
new password!



 Please update your password before continuing.

Password Last Changed: Tuesday, April 03, 2012

Password Expires: The Portal Administrator has required you to change your password, before you can log in.


Change Password

In order to change your password, you will need to provide your current password, as well as your new password and a confirmation of your new password.

Current Password:

New Password:

Confirm Password:

 [Change Password](#)

Register

\$ ***Last four Digits of SSN***

\$ ***Home Zip Code***

\$ ***Date of Birth*** (MM/DD/YYYY)

\$ ***Register***



Employee Link

Please enter your information to be authenticated.

Last four Digits of SSN: 

Home Zip Code: 

Date of Birth:  (MM/DD/YYYY)
[Calendar](#)

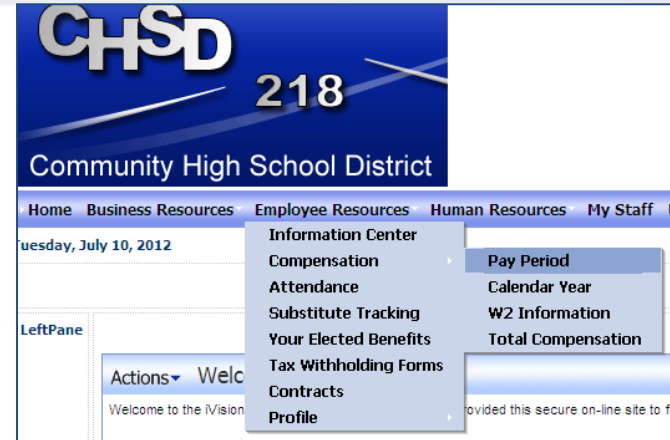


View Paycheck

\$ **Employee Resources**

\$ **Compensation**

\$ **Pay Period**



Community High School District 218
0701 Kilpatrick Ave
Oak Lawn, IL 60453

Payroll Earnings Statement

Pay Date:
Period Ending:

Deposited funds available on Pay Date.

Pay Amount: _____ \$0.00

NON - NEGOTIABLE

Earnings	Gross Pay	\$0.00
Employee Deductions	Net Pay	\$0.00



Add or Change Emergency Contact

\$ **Employee Resources**

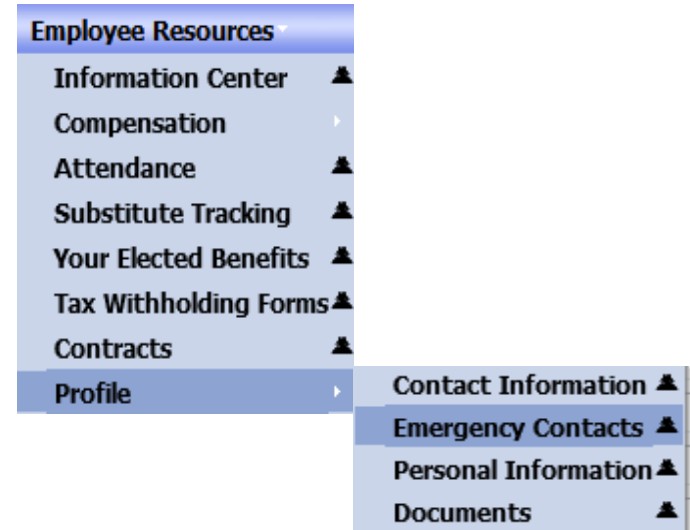
\$ **Profile**

\$ **Emergency Contacts**

\$ **Add New Contact**

\$ Enter info as shown

\$ **Add Contact**

A screenshot of a web form titled "Edit Emergency Contact". The form contains several input fields: "First Name" and "Last Name" (each with a red plus icon), "Pri. Phone" and "Alt. Phone" (each with a red plus icon), "Address" (two stacked text boxes), "City" (text box), "State" and "Zip" (text boxes), and "Comments" (text box). At the bottom of the form are two buttons: "Add Contact" and "Cancel".

[Logout](#)

***Be sure to Logout
(right of your name) and close
your browser to prevent
anyone from accessing
your information.***

