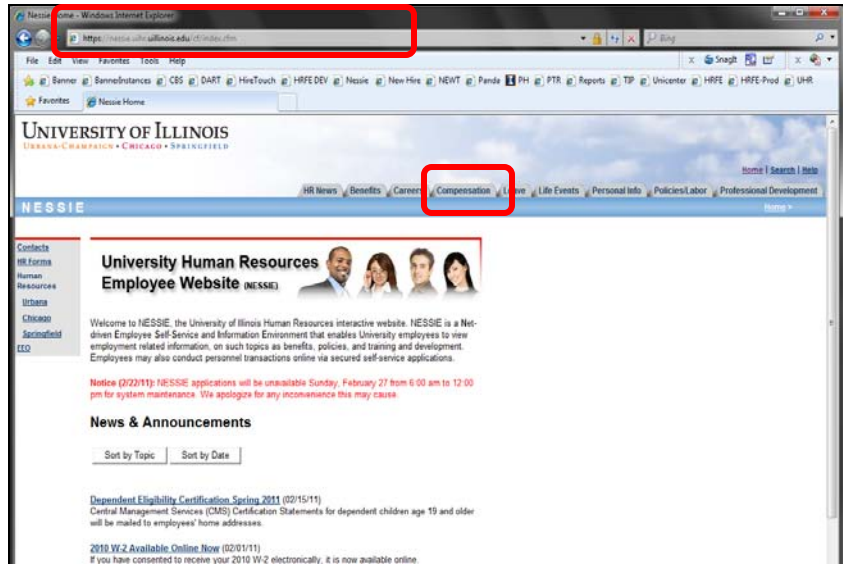


NESSIE – Accessing and Logging into NESSIE

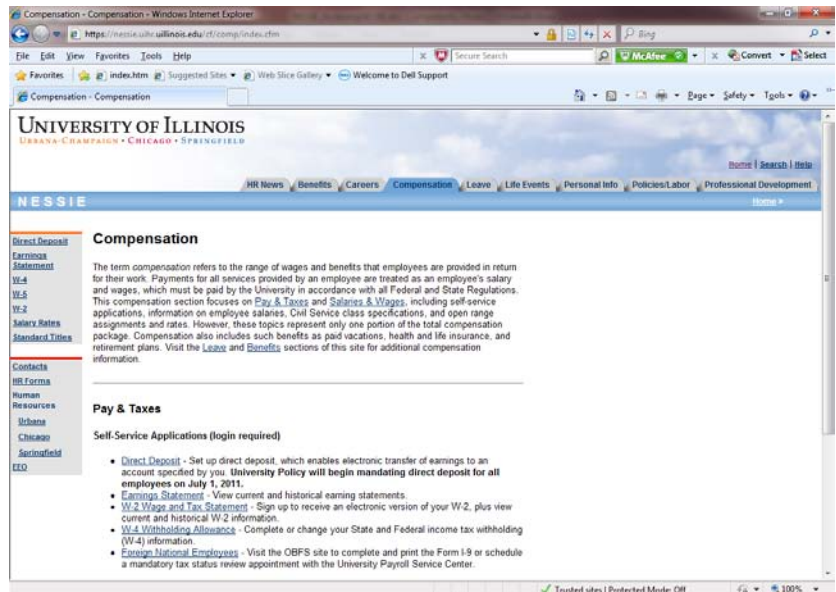
NESSIE is the University of Illinois Human Resources interactive website. NESSIE is a Net-driven Employee Self-Service and Information Environment that enables University employees to view employment related information, on such topics as benefits, policies, and training and development. Employees may also conduct personnel transactions online via secured self-service applications.

1. **Access NESSIE:** From a browser, access NESSIE at: <http://nessie.uhr.uillinois.edu>

2. **Select a Topic:** Choose a topic by selecting one of the main content tabs.



3. When you are ready to perform a transaction, such as setting up Direct Deposit for instance, you must log in to validate your status as a University of Illinois employee.



4. Log into NESSIE:

Log into NESSIE by using your **NetID** and password **OR** by entering your **Enterprise ID** and password. Click the button for the login method you prefer.

NOTE: For assistance with your NetID or Enterprise ID and password, see the **Resources** section of this document.

Log in with your NetID and password.
NOTE: UIC and UIS employees, enter @uic.edu or @uis.edu after entering your NetID.

OR

Log in with your Enterprise ID and password.

5. **Enter Your PIN:**

Once logged in, you will need to enter your 4-digit PIN in order to access the desired transaction. Enter the PIN and click the **Continue** button.

To create or reset the PIN, click the **Your PIN** link.

NOTE: If you receive an error while resetting your PIN indicating that your birthday is incorrect, follow the instructions below:

https://nessie.uihr.uillinois.edu/cf/index.cfm?Item_id=1088#pinreset

The screenshot shows the NESSIE (University of Illinois) interface. At the top, the University of Illinois logo is displayed with the text "URBANA • CHAMPAIGN • CHICAGO • SPRINGFIELD". Below the logo is a navigation bar with links for "HR News", "Benefits", "Careers", "Compensation", "Leave", and "Life Events". The main heading is "Direct Deposit". On the left side, there is a vertical menu with links: "Direct Deposit", "Earnings Statement", "W-4", "W-5", "W-2", "Salary Rates", and "Standard Titles". Below this menu is another section with links: "Contacts", "HR Forms", "Human Resources", and "Urbana". The main content area is titled "Direct Deposit Enrollment Login" and contains a form with the label "Personal Identification Number:" followed by a text input field. Below the input field, it says "To create or change a PIN, use [Your PIN](#)". At the bottom of the form area, there are two red buttons: "Continue" and "Exit". At the very bottom of the page, there is a footer that reads "Maintained by University Human Resources | [Contact Information](#) | Last Update: 12-August-2003 | ID: 0".

Resources

Campus	NetID / Password	Enterprise ID / Password	PIN
Chicago	<ul style="list-style-type: none"> Activate NetID: http://activatenetid.accc.uic.edu Find your Electronic Phonebook contact: NetIDs for Faculty and Staff Look up your NetID: http://www.uic.edu/uic/search Reset NetID Password: Password Changing Utility 		Create/Change/Reset: https://nessie.uihr.uillinois.edu/cf/pin.cfm
	Questions: Contact ACCC at 312-413-0003 or email consult@uic.edu Academic Computing Communication Center homepage: www.accc.uic.edu	Questions: Contact the AITS Help Desk at (217) 333-3102 (UIUC and UIS) or (312) 996-4806 (UIC) or email servicedeskait@uillinois.edu	Questions: Contact the UICHR Helpdesk at 312-413-4848 or email uichrhelpdesk@uillinois.edu
Springfield	<ul style="list-style-type: none"> Reset Password Page: http://www.uis.edu/ITS/techsupport/reset.html 		Create/Change/Reset: https://nessie.uihr.uillinois.edu/cf/pin.cfm
	Questions: Contact the Technology Support Center at (217) 206-6000.	Questions: Contact the AITS Help Desk at (217) 333-3102 or email servicedeskait@uillinois.edu	Questions: Contact the UISHR Help Desk at (217) 206-7015 or email hric@uis.edu
Urbana	<ul style="list-style-type: none"> Password Change Form: http://www.cites.illinois.edu/help/accounts/forms/passwordchangeform.pdf Guide to Passwords: http://www.cites.illinois.edu/passwords/ 		Create/Change/Reset: https://nessie.uihr.uillinois.edu/cf/pin.cfm
	Questions: Contact CITES at (217) 244-7000 or (800) 531-2531.	Questions: Contact the AITS Help Desk at (217) 333-3102 or email servicedeskait@uillinois.edu	Questions: Contact the UIUHR Help Desk at (217) 265-5620 or email ahr@uillinois.edu