

# Learn How to Navigate Your Prism Employee Portal!

You're Invited!

# **Webinar: Master Your Employee Portal**

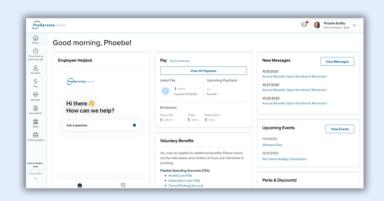
Manage Your Information and Documents in Prism

## Learn how to navigate Prism as an employee!

In this session, we'll introduce the **Employee Portal** and show how you can access pay, benefits, and personal documents — all in one place.

#### You will learn how to:

- View and download paystubs, W-2s, and benefits info
- Update your address, tax details, and personal information
- Use built-in help tools to find answers fast



### **Webinar Details:**

**Date:** Thursday, November 20, 2025 at 10:00am HST **Register here:** <a href="https://www.proservice.com/prism-101-">https://www.proservice.com/prism-101-</a>

webinars/ or scan the QR code on the right!



Note: Can't make it? Register anyway and we'll send out the recording after!

We look forward to seeing you!