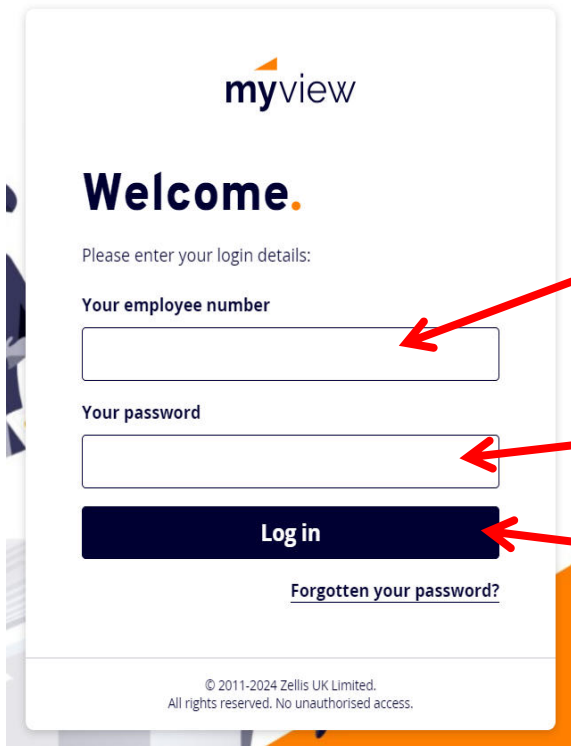


## Form History

Follow this link to access the log in screen: <https://myemployment.coventry.gov.uk>

Log in to MyEmployment.

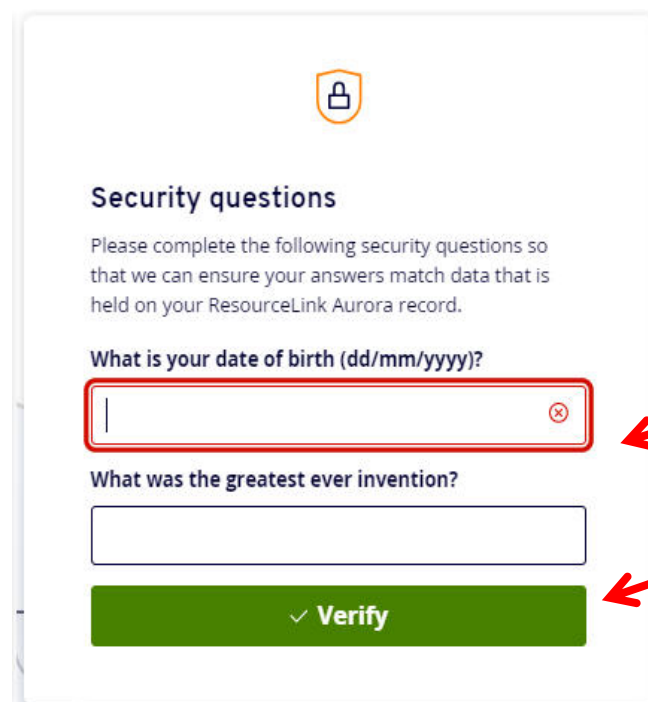


The login screen features the 'myview' logo at the top. Below it is a 'Welcome.' heading followed by the instruction 'Please enter your login details:'. There are two input fields: 'Your employee number' and 'Your password'. A dark blue 'Log in' button is positioned below the password field. A link for 'Forgotten your password?' is located below the button. At the bottom, there is a copyright notice: '© 2011-2024 Zellis UK Limited. All rights reserved. No unauthorised access.'

Enter **Employee Number** (6 digit payroll number).

Enter **Password**.

Click.



The security questions screen has a lock icon at the top. It is titled 'Security questions' and includes the instruction: 'Please complete the following security questions so that we can ensure your answers match data that is held on your ResourceLink Aurora record.' There are two questions: 'What is your date of birth (dd/mm/yyyy)?' and 'What was the greatest ever invention?'. Each question has a corresponding input field. A green 'Verify' button with a checkmark is at the bottom.

Enter the answers to your two **Security Questions**.

Click **Verify**  
This will now log you into MyView

Me

My People

JANE SCHOOL

1028910 Payroll & Pensions Team Manager

Team Selector

New Irregular Claim

Irregular Claims Module

Team Planner

Training

Sickness

Expenses and Mileage

Form History

Click on **My People** and select **Form History**.



Team Selector

Form History

## Form History

Keyword Search

Enter keywords to search

Date From

dd/mm/yyyy

Date To

dd/mm/yyyy

Event Filter

Expense Claims Irregular Claims

Status Filter

Authorised Open Rejected Submitted Withdrawn

Clear search

Search

Results per page: 20

Showing 16 results



You can filter your search and view the details in the same way as with your own **Form History**.



Description	Employee	Event	Status	Raised Date	
Details	Name	Sickness	Submitted	15 Oct 2017	
Details	Name	Employee Changes	Authorised	13 Oct 2017	
Details	Name	Irregular Claims	Submitted	13 Oct 2017	
Details	Name	Bank Details	Submitted	13 Oct 2017	
Details	Name	Employee Changes	Authorised	13 Oct 2017	
Details	Name	Employee Changes	Authorised	13 Oct 2017	
Details	Name	Vehicles	Authorised	28 Sep 2017	
Details	Name	Vehicles	Authorised	28 Sep 2017	
Details	Name	Vehicles	Authorised	28 Sep 2017	
Details	Name	Expense Claims	Open	28 Sep 2017	
Details	Name	Expense Claims	Authorised	28 Sep 2017	