

Quick Reference:

Viewing your W-2 Online

The image shows a screenshot of the Oracle PeopleSoft login page. At the top, the Oracle and PeopleSoft logos are displayed. Below the logos, there is a yellow box containing two lines of text: "Access to this system from off-campus requires two-factor authentication." and "Click here to register for Duo or learn more about OU's (Normal Users) two-factor authentication requirements." followed by another line: "Click here to register for Duo or learn more about OUHSC's (HSC Campus Users) two-factor authentication requirements." Below this yellow box are three input fields: "User ID", "Password", and "Select a Language" (with "English" selected). A green "Sign In" button is located below the language dropdown. At the bottom, there is a checkbox labeled "Enable Screen Reader Mode". A grey callout box on the right side of the page, titled "STEP 1", contains the text "Sign In to PeopleSoft using your OU 4 x 4 and password." Two black arrows point from the callout box to the User ID and Password input fields.

ORACLE
PEOPLESOFT

Access to this system from off-campus requires two-factor authentication.
[Click here to register for Duo or learn more about OU's \(Normal Users\) two-factor authentication requirements.](#)
[Click here to register for Duo or learn more about OUHSC's \(HSC Campus Users\) two-factor authentication requirements.](#)

User ID
[Input Field]

Password
[Input Field]

Select a Language
English

Sign In

Enable Screen Reader Mode

STEP 1
Sign In to PeopleSoft using your OU 4 x 4 and password.

Quick Reference:

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Employee Self Service

Update Name & Contact

Personal Details

Payroll

Benefit Details

Open Enrollment

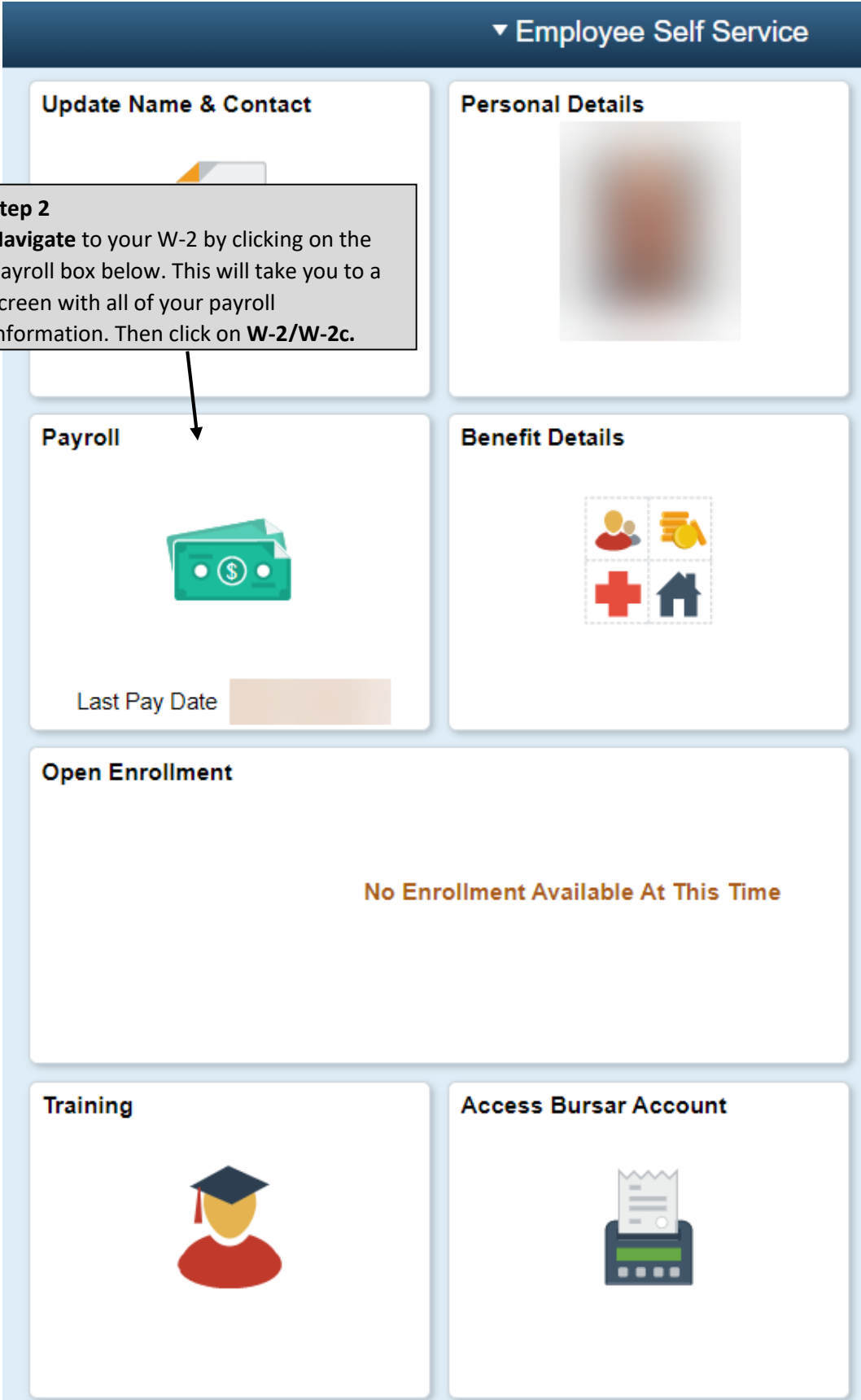
Training

Access Bursar Account

Step 2
Navigate to your W-2 by clicking on the Payroll box below. This will take you to a screen with all of your payroll information. Then click on **W-2/W-2c**.

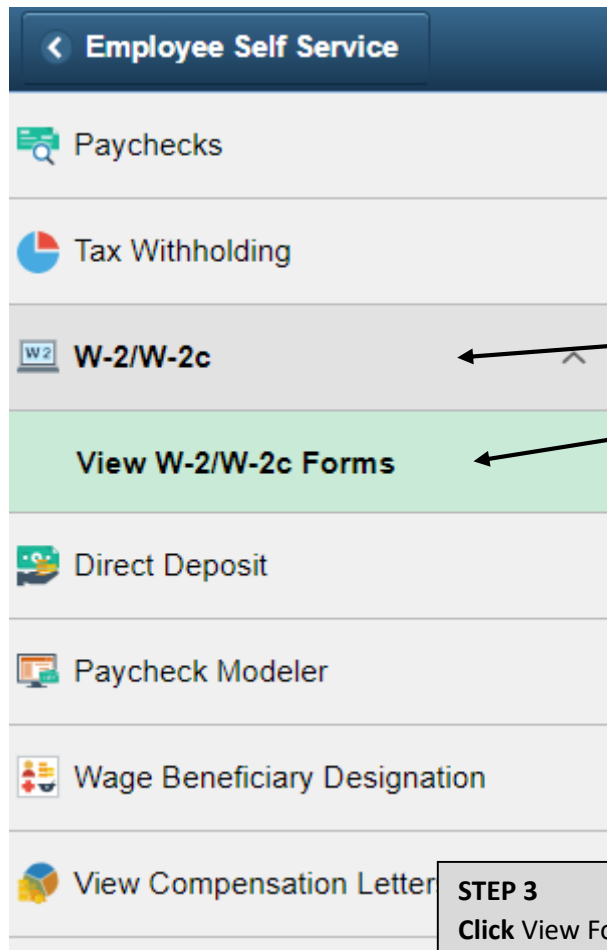
Last Pay Date

No Enrollment Available At This Time

The image shows a screenshot of an 'Employee Self Service' dashboard. At the top, there is a dark blue header with the text 'Employee Self Service' and a downward-pointing triangle. Below the header, the dashboard is divided into several white rectangular panels with rounded corners. The panels are arranged in a grid. The top row contains 'Update Name & Contact' (with a document icon) and 'Personal Details' (with a blurred profile picture). The second row contains 'Payroll' (with a stack of green bills icon) and 'Benefit Details' (with icons for a person, coins, a red cross, and a house). The 'Payroll' panel has a 'Last Pay Date' label and a text input field. The 'Open Enrollment' panel is a larger box below the second row, containing the text 'No Enrollment Available At This Time'. The bottom row contains 'Training' (with a graduation cap icon) and 'Access Bursar Account' (with a document and calculator icon). A grey callout box with a black border is positioned over the 'Payroll' panel, containing the text 'Step 2' and instructions on how to navigate to the W-2 form. An arrow points from the callout box to the 'Payroll' icon.

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STEP 3

Click View Form to view your W-2 or W-2c or click Filing Instructions.

Click on the Tax Year drop-down to access previous W-2 or W-2c Forms

View W-2/W-2c Forms

Tax Year 2019

University of Oklahoma

Tax Form	Issue Date	Year End Form	Filing Instructions
W-2	01/22/2020	View Form	Filing Instructions