

# Viewing your Info in TEAMS

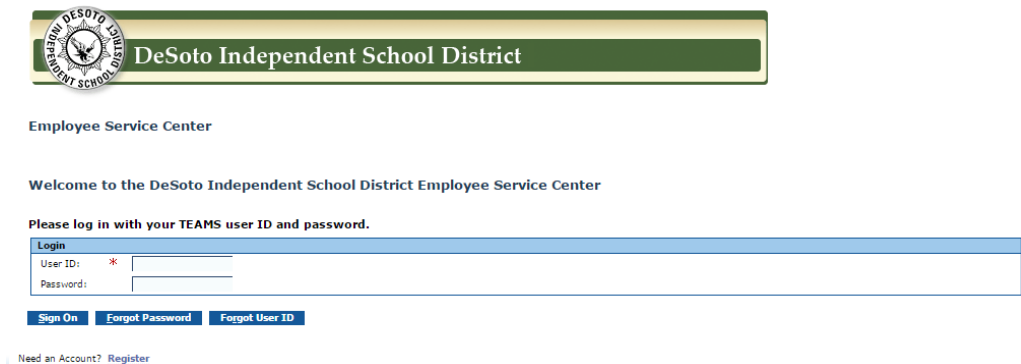
- 1) Go to the Desoto ISD website [www.desotoisd.org](http://www.desotoisd.org)
- 2) Select the Staff link
- 3) Under Staff Resources, select **NEW!** [Prologic TEAMS Employee Service Center](#)



- 4) A new window will open asking you to log in with a user id and password.

If you are a current employee with an email account, you will use the same user name and password that you use to log into your email account.

If you do not have an active email account, please go to the bottom of the page where it says "Need an Account" and click [Register](#). It will ask you a series of three questions and allow you to create a new user id and password.



- 5) Click on My Payroll Information and select My W-2
- 6) Under View My W2, click W2 Print for the previous calendar year.

