



## How to View / Print your W-2

1. Access iSolved.
2. Log into iSolved.

A screenshot of the iSolved login interface. At the top, it displays the logos for PNI HCM and GovConPay. Below these, the email address "jodie.ross@nasda.org" is entered in the username field, with a link to "Select a different username" underneath. The password field is masked with dots and includes a toggle for visibility. A link for "Forgot my password" is positioned below the password field. Two buttons are present: a solid teal "Continue" button and a white "PassKey Log In" button with a blue outline. The bottom of the screen features the "iSolved People Cloud" logo, where "iSolved" is in black and "People Cloud" is in pink.

**PNI HCM** **GovConPay**  
Focus Matters

**jodie.ross@nasda.org**  
[Select a different username](#)

**Password**

.....

[Forgot my password](#)

**Continue**

[PassKey Log In](#)

**iSolved** People Cloud.

3. Select 'W2/ACA/1099 Forms' from the drop-down list on the left side of the screen.

The screenshot displays the 'isolved' employee self-service portal. The top header includes the 'isolved' logo and 'DELIVERED BY PNI-HCM | GovConPay'. Below the header, a navigation bar shows employee details: Employee #, Pay Group: Monthly, Hire Date, Department: 0100 - Staff, and Enumerated Hours. A search bar is located on the left side of the navigation bar. The main content area is titled 'W2/ACA/1099 Forms' and contains a table with columns: Tax Year, Document Description, Document Type, Document Name, and View. A red arrow points to the 'W2/ACA/1099 Forms' option in the left sidebar, which is highlighted. A red box with the text 'Available forms will be listed in this area.' is overlaid on the main content area.

**isolved** DELIVERED BY PNI-HCM | GovConPay

Employee # [REDACTED] Pay Group: Monthly Hire Date [REDACTED] Department: 0100 - Staff Enumerated Hours: [REDACTED]  
Salary (Variable Hours Entered): ###... Work Location [REDACTED] Project Code: N - NASS Supervisor Hours: [REDACTED]

Search the menu

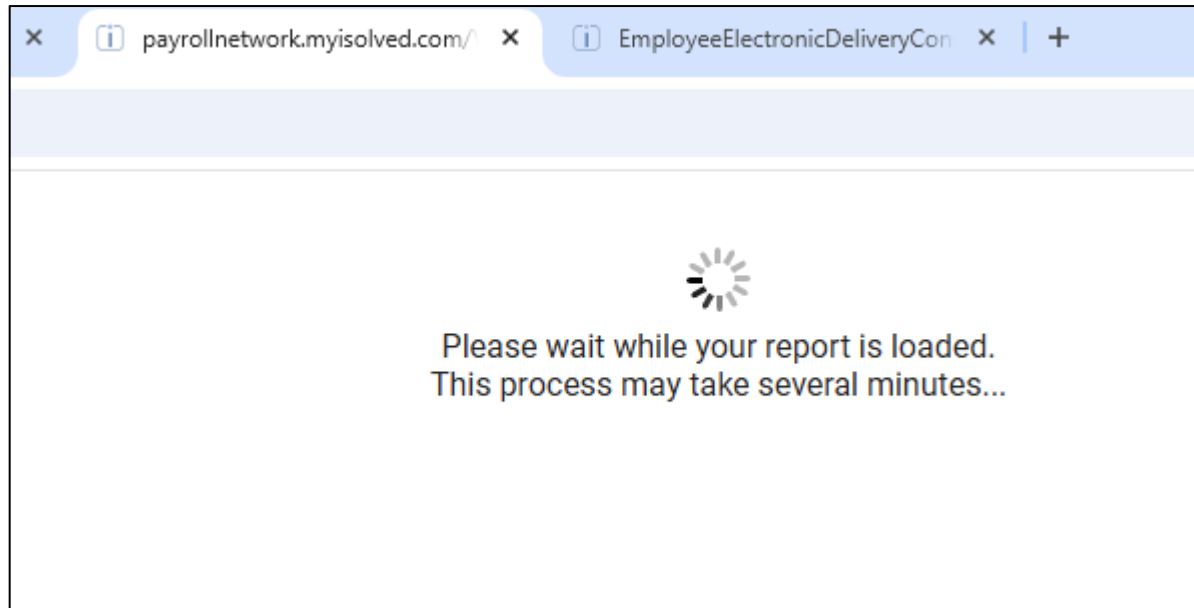
**EMPLOYEE SELF-SERVICE**

- Time >
- Employee Welcome
- Employee Messages
- ESS Misc Data Sets
- ESS Misc fields
- Pay History
- W2/ACA/1099 Forms**
- Benefits Summary
- Benefit Updates

**W2/ACA/1099 Forms**

✦ Tax Year	✦ Document Description	✦ Document Type	✦ Document Name	View
Available forms will be listed in this area.				

4. Tap on the form you wish to open.
5. Wait for the wheel to stop spinning.



6. Click on the down arrow icon highlighted below.



7. Save in a location you prefer. Open the document and print.