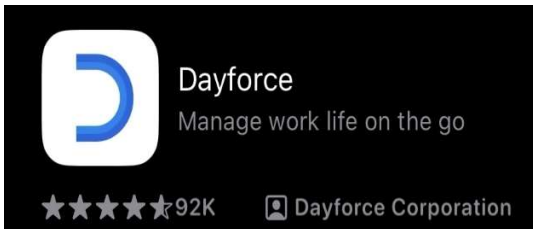


OEVC Single Point Lesson



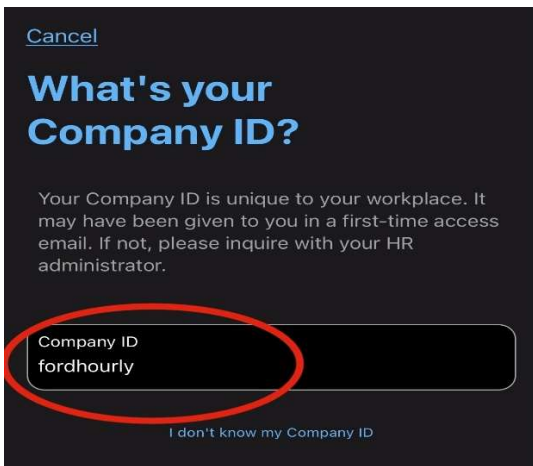
Dayforce App Log-In



STEP 1:

In order to access your online paystubs, you will need to set up access to the Dayforce App.

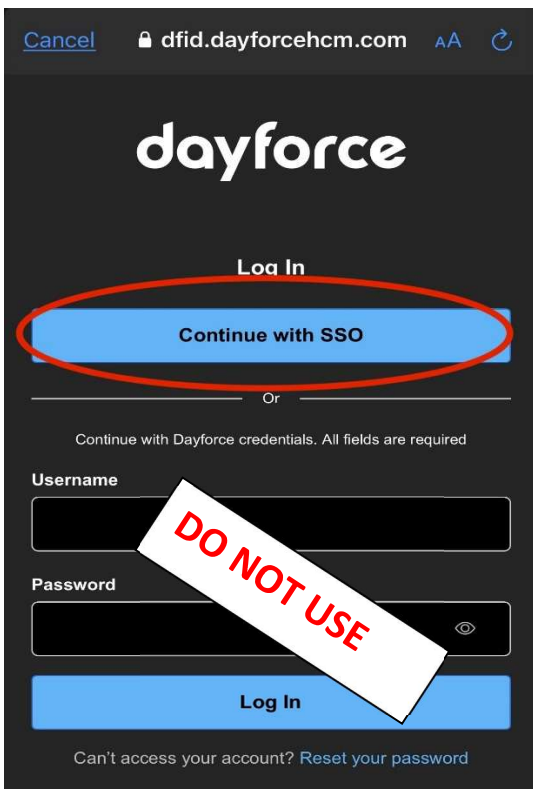
From the App Store on your mobile device download 'Dayforce.'



STEP 2:

Once downloaded, open the App, and select Add New Account at the bottom of the screen. It will prompt you to input a Company ID. The Company ID is 'fordhourly.'

If you have an existing password, proceed to step 4.



STEP 3:

If you have not received a temporary password, have forgotten your password, or have locked yourself out of your account, please call 1-888-317-4957 to reset your password. The call will prompt you to type in your CDSID and verify your global ID. They will then provide you the first half of your password, and your Employee Relations representative the second half. This password together will last 24 hours to allow you to log in and create a new password of your own.

Once you have the Company ID prompt, select 'Continue with SSO.' A new window will show where you can input your CDSID as your username and password.

****DO NOT ATTEMPT TO RESET YOUR PASSWORD VIA THE LINK BELOW THE SECOND LOG IN OPTION****

STEP 4:

Go to WWW.CHANGEPASSWORD.FORD.COM and add an alternate email for future password resets.