

# Employee Login Guide

We are using each dedicated site of PC version, mobile version and smartphone version.  
Please use according to the scene to check your statement.

## 1 When confirming on the PC version site <https://pay.focus-cloud2.com/Employee/login>



STEP  
**1**

Please access the PC version site. Click the "ログイン" button after entering the three information "法人コード", "従業員コード" and "パスワード" provided by the person in charge.

※Please be careful not to enter each code and password incorrectly.

STEP  
**2**

You can change your login password at any time from this "マイページ" button. The new password must have at least 6 digits.

※The changed password is updated for PC version, mobile version and smartphone version.

STEP  
**3**

項目	金額	項目	金額	項目	金額	項目	金額	項目	金額
給与	21,000	賞与	0	退職金	0	健康保険	0	厚生年金	0
社会保険	0	所得税	0	住民税	0	控除	0	合計	21,000
支払総額	21,000	支払総額	0	支払総額	0	支払総額	0	支払総額	0
支払総額	21,000	支払総額	0	支払総額	0	支払総額	0	支払総額	0

You can check the statement. You can check the past statement by selecting the link of month and day.

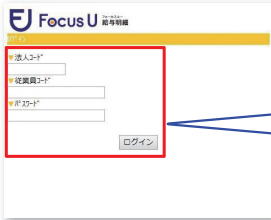
It is possible to save and print as functional data of PDF output.

※If there is a mistake in entering one of "法人コード", "従業員コード" or "パスワード", you can not log in. If you forgot your login information, please contact the person in charge.



**2 When checking on the mobile version site** <https://pay.focus-cloud2.com/m/login>

STEP 1

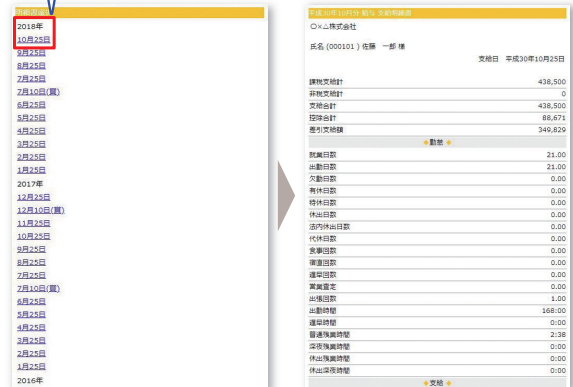


Please access the mobile version site. Click the "ログイン" button after entering the three information "法人コード", "従業員コード" and "パスワード" provided by the person in charge.

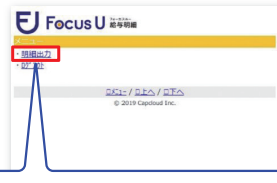
※Please be careful not to enter each code and password incorrectly.

STEP 3

You can check the statement of the month by selecting the link of the month and day.



STEP 2



Select the link "明細出力".

**3 When checking on the smartphone version site** <https://pay.focus-cloud2.com/s/login>



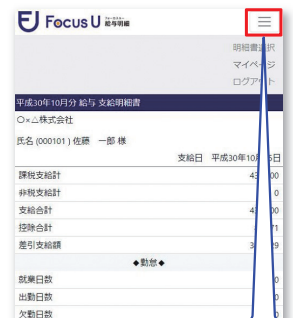
STEP 1



Please access the smartphone version site. Click the "ログイン" button after entering the three information of "法人コード", "従業員コード" and "パスワード" provided by the person in charge.

※Please be careful not to enter each code and password incorrectly.

STEP 3



You can change your login password at any time from the "マイページ" button in this button.

The new password must have at least 6 digits.

※The changed password will be updated for PC version, mobile version and smartphone

STEP 2



You can check the statement of the month by selecting the link of the month and day.

※If there is a mistake in entering one of "法人コード", "従業員コード" or "パスワード", you can not log in. If you forgot your login information, please contact the person in charge.