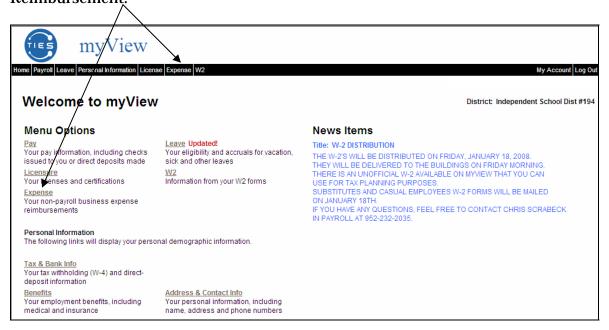
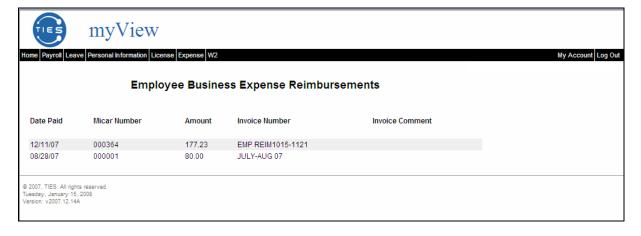
## myView Employee Reimbursement Information

Go to the web site <a href="http://myView.isd194.k12.mn.us">http://myView.isd194.k12.mn.us</a> and log-in to myView like you would to view your payroll information. Once you are logged in select the Expense tab on the menu bar or select Expense under the Menu Options to view your Expense Reimbursement.



When you have the Expense screen open you will see your reimbursement similar to the example below. All Expense Reimbursements are made twice a month in accordance with approval from the School Board at their regularly scheduled meetings, and will be deposited into your main bank account that you selected for payroll.



If you have any further questions, you may contact Joan Eckdahl in Accounts Payable @ 952-232-2032. Thank you.