

PayrollServe

A Stone Forest Company

PayDay! Expense Module Quick Guide to Activation

For Singapore Business Federations

Disclaimer

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Account Setup



Steps:

1. You will receive an email from eservices@stoneforestaccounts.com.sg. Click on the accompanying link to be directly to our PayDay! HRMS page.
2. You will be directed to our PayDay! HRMS website. Click on Account Activation Link to start your account setup.

Dear PRS_AMDIN

Welcome to PayDay! HRMS.

You are now just a click away from enjoying PayDay! HRMS online services.

1

To activate your account, please click [here](#) or paste the following link into your browser:

<https://eservices.stoneforestaccounts.com.sg/ActivationLink.asp?token1=4581834A-3BF1-4550-9E1B-2AB2568E56E&token2=8714D6A09A63E9A2A2A91CBCD2C5AB4520C9D3D27C2F0E44&token3=A2E49BF1593EF78D3B112E70F21EDDDF294AF27C5BD6FE75&action=CD9CEE4B3DB93F41B710988822AE7AF8>

This link will expire on Oct 29 2020 3:49PM (SGT).

Thank You.

Best Regards

PayDay! HRMS Team

You may access the system from our website at <https://eservices.stoneforestaccounts.com.sg/>.

This is an automatically generated email. Please do not reply to this message.

Welcome to **PAYDAY!**[®] HRMS
(f.k.a eACCPAY)

Activation Link

2

Account Activation Link



Steps:

3. Key in your password. Please note that the password must meet our complexity requirements.
4. Click Submit to update and save.

Welcome to **PAYDAY!**[®] HRMS

(f.k.a eACCPAY)

Update Password

Password

Confirm Password

3

The new password must :

- contain at least 8 characters to a maximum of 12
- be different from your 5 previous passwords
- have one Upper case letter
- have one Lower case letter
- have one number
- have one special character other than (%'^)
- should not contain more than three (3) repeating or sequential characters as well as any personal identifiers or user ID.

4

Submit



Steps:

5. After setting up your password, you will be redirected to set up 3 security questions and answers.
6. Click on Submit to save.

Welcome to **PAYDAY!**® HRMS (f.k.a eACCPAY)

5

Security Questions

1st Security Question

--Select--

1st Security Answer

2nd Security Question

--Select--

2nd Security Answer

3rd Security Question

--Select--

3rd Security Answer

6

Submit

FAQ:

Q: Why do I need set up security questions?

A: Security questions add an extra layer of certainty to your authentication. They are an alternative way of identifying you when you have forgotten password. Please remember the answers to all your questions as this will be used to reset your password.



Steps:

7. This is your unique Company ID and Login ID. Please remember your login credentials for future use.
8. You will also receive an email informing you that your first time login setup is completed.
9. Click Login Now or the link in the email to go to the login page.

Welcome to **PAYDAY!**® HRMS

(f.k.a eACCPAY)

First Time Login Setup

Congratulations, you have completed the first time login setup.

Please remember your login credentials for future use.

7 Company ID : SGUNITED
Login ID : PRS_ADMIN

9 [Login Now](#)

8

Company ID: SGUNITED

Login now at <https://eservices.stoneforestaccounts.com.sg/PRSLogin.asp>

If you didn't perform this action, please notify your administrator.

Thank You.

Best Regards
PayDay! HRMS Team

Account Login



Steps:

1. To log in, go to eservices.stoneforestaccounts.com.sg. Key in Company ID, Login ID and Password
2. Press Login.

Welcome to **PAYDAY!**® HRMS

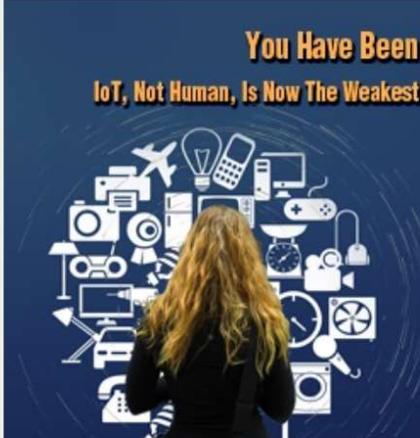
(f.k.a eACCPAY)

15 Jan 2021 17:31:05

Unsecured Internet of Things (IoT) exposes you to cyber attacks. [Find Out More and How We Can Help](#)

MY NEWS: [EPF Changes - Contribution rate reduced to 9% from 11% for 2021](#)

You Have Been Upgraded!
IoT, Not Human, Is Now The Weakest Link! Beef Up Your IT Security.



Unsecured Internet of Things (IoT) exposes you to cyber attacks.
[Find out more and how we can help.](#)

Company ID

Login ID

Password

1

2

[Forgot Company ID/Login ID/Password?](#)

By clicking Login, you agree to our [Terms of Use](#)

Remember Company ID

FAQ:

Q: What happens if I cannot remember my login credentials?

A: Click on [Forgot Company ID/Login ID/ Password](#).



Steps:

1. In the event where you are unable to log in to your account, please click on Forgot Company/ Login ID/ Password.

Welcome to **PAYDAY!**® HRMS

(f.k.a eACCPAY)

15 Jan 2021 17:31:05

Unsecured Internet of Things (IoT) exposes you to cyber attacks. [Find Out More and How We Can Help](#)

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You Have Been Upgraded!
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Unsecured Internet of Things (IoT) exposes you to cyber attacks.
[Find out more and how we can help.](#)

Company ID

Login ID

Password

1 [Forgot Company ID/Login ID/Password?](#)

By clicking Login, you agree to our [Terms of Use](#)

Remember Company ID

Please note that multiple failed logins will result in your account being locked.



Steps:

2. Select either
 - Forgot Password,
 - Forgot Login IDfrom the dropdown list.
3. Click Submit to continue.

Welcome to **PAYDAY!**[®] HRMS

(f.k.a eACCPAY)

Forgot Company ID / Login ID / Password

Select Category

Forgot Password

2

3

Submit

Back To Login

FAQ:

Q: What is my company ID?

A: SGUNITED



Steps:

1. If you have forgotten your password, please key in your Company ID and Login ID.
2. Click on the reCAPTCHA checkbox.
3. Click Submit.

Welcome to **PAYDAY!**[®] HRMS

(f.k.a eACCPAY)

Forgot Password

Company ID

1

Login ID

2

I'm not a robot



reCAPTCHA
Privacy - Terms

3

Submit

Back

Back To Login



Steps:

4. Answer two of the three security questions that you have set up previously.
5. Click Submit.

Welcome to **PAYDAY!**[®] HRMS

(f.k.a eACCPAY)

4

Security Questions

1st Security Question

What is your childhood nickname?

1st Security Answer

2nd Security Question

What primary school did you attend?

2nd Security Answer

5

Submit

Back To Login

Forgot Password



Steps:

6. Please check your email for our verification link and follow the steps to update your password. The link will expire 30 minutes after the email has been sent.
7. Click on the link in the email and follow the instructions to reset your password.

Welcome to **PAYDAY!**® HRMS

(f.k.a eACCPAY)

Forgot Password

6

Please check your email for verification link and follow steps to update password.

Home

You have recently requested to reset your PayDay! HRMS password.

To reset your password, please click [here](#) or paste the following link into your browser:

7 <https://eservices.stoneforestaccounts.com.sg/ResetPassword.asp?token1=49518133-19E4-4FC2-A465-205F2E7419F&token2=DCD07EE4F7759F37C1595E0BAAD5B0A2E3204942520E0326&token3=F9B40A913103E4C6AA5CD>

This link will expire 30 minutes after this email was sent.

If you have problem accessing your account, please notify your administrator.

Thank You.



Steps:

1. If you have forgotten your Login ID, please key in your Company ID and Email.
2. Click on the reCAPTCHA checkbox.
3. Click Submit.

Welcome to **PAYDAY!**® HRMS

(f.k.a eACCPAY)

Forgot Login ID

Company ID

Email

NRIC / FIN

I'm not a robot 
reCAPTCHA
Privacy - Terms

Please leave NIRC/FIN field blank.



Steps:

4. Answer two of the three security questions that you have set up previously.
5. Click Submit.

Welcome to **PAYDAY!**[®] HRMS

(f.k.a eACCPAY)

4

Security Questions

1st Security Question

What is your childhood nickname?

1st Security Answer

2nd Security Question

What primary school did you attend?

2nd Security Answer

5

Submit

Back To Login



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7 <https://eservices.stoneforestaccounts.com.sg/ResetPassword.asp?token1=49518133-19E4-4FC2-A465-205F2E7419F&token2=DCD07EE4F7759F37C1595E0BAAD5B0A2E3204942520E0326&token3=F9B40A913103E4C6AA5CD>

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