

## **EMPLOYEE CONNECT INSTRUCTIONS**

The link and log-on instructions are below. Employee Connect can only be opened while ON CAMPUS!!

**Please use Safari or Chrome when opening Employee Connect.**

<https://integrity.clintonpublicschools.com> – click on Employee Connect

User ID = 1<sup>st</sup> 3 letters last name  
Last 4 numbers social security number

PW = First initial first name  
First initial last name  
Last 4 numbers social security number  
@  
Four digit of DOB year

For example, for John Smith:  
smi6077  
js6077@1979

**You will also have to go into the settings of your browser and Allow Popups**

### **How to Allow pop-ups in Safari:**

1. On your computer, open Safari
2. Go to the Employee Connect website listed above
3. On the top menu bar, click on “Safari” and then click on “Preferences”
4. At the top of the box, make sure you click on “Websites”
5. On the left side of the box, scroll down and click on “Pop-up Windows”
6. On the right side of the box, you will see the integrity website listed. Make sure to select “Allow”
7. Go back to safari and to the website, pop-up blocker should now be off

### **How to Allow pop-ups in Chrome:**

1. On your computer, open Chrome.
2. At the top right, click on the 3 dots
3. Click “Settings”
4. On the left, click “Privacy and Security”
5. Click on “Site settings”
6. Click on “Pop-ups and Redirects”
7. At the top, where it says "Default Behavior" click on “Sites can send pop-ups and use redirects”
8. Go back to Chrome and to the website, pop-up blocker should now be off