



ReadyPay Today is now available Online and in the Proliant App!!

Introduction

The ReadyPay Today service allows you to have early access to your earned wages. Any money that is withdrawn early will be subtracted from your next check.

You can enroll and withdraw funds from either online, or the Proliant app. The Proliant App is available on [Google Play](#) and the [Apple App Store](#). You can also access Proliant on any device via the web at <https://www.readypayonline.com/>.

You will need to enroll in **ReadyPay Today** using a company issued pay card.

ReadyPay Today in Employee Self Service

You will get a pay card from your General Manager (GM) if you don't already have one. Your GM will fill out the form and forward it to the office.

Login to your account- Your Username will GA6332 + The first four letters of your first name and first four of your last name. Example Username for Johnny Smith GA6332JohnSmit.

Your password was set up when you were hired. If you don't have your password, contact your GM for it to be reset.

Once you have Logged in to Proliant, you can click the **ReadyPay Today** tab at the top of the page. If you are not already enrolled, click the **Enroll in ReadyPay Today** button.



ReadyPay Today

- **ReadyPay Today allows you to take 50% of your net pay before regularly scheduled payday.**
- **You may request these funds 4 times per pay period.**

After enrolling, you will be able to view the amount you have available to withdraw. You can also see the history of any amounts requested.

To withdraw an amount, click **Request Money**.

✓ **Expert Tip:**

You can cancel your enrollment at any time by clicking the Cancel Enrollment button.

The screenshot shows the 'ReadyPay Today' dashboard. At the top, there is a navigation bar with icons for Home, ReadyPay Today, My info, My Time, My Performance, and My Training. Below the navigation bar, the 'ReadyPay Today' section displays an available amount of \$150.00 and a 'Request Money' button. To the right of the button, it states: 'Amount available is 50% of current net pay. Maximum pay period limit is \$1,000.00. Maximum daily limit is \$250.00. You have 9 advances remaining.' Below this, there is a 'ReadyPay Today Request History' table with columns for Date Requested, Status, Details, Date Processed, Amount, and Fee. A single record is shown for Mar 4, 2020, with a status of 'COMPLETED' and details: 'The transfer request is Completed, and the funds have been deposited to the recipient.' Below the table, there are pagination controls showing '1' of '10' rows and 'Found 1 records | 1 pages'. A 'Cancel Enrollment' button is located at the bottom left of the dashboard.

Enter the desired amount, confirm the details, then click **Transfer**.

✓ **Additional Information:**

You will be able to withdraw 50% of your pay the day after you work. You can make four withdrawals in a pay period. Check your Payroll Calendar in the crew room for reference.

The 'Request Money' modal form is displayed. It has a title 'Request Money' and a close button (X) in the top right corner. Below the title, it says 'Enter Amount - Max \$373.83'. There is a text input field containing '\$100.00'. Below the input field, it shows 'Remaining balance: \$273.83'.

If you need additional assistance call Crystal at 256.883.6364 x-117 or email mcd.ctidmore@gmail.com.

We would love to hear your feedback!