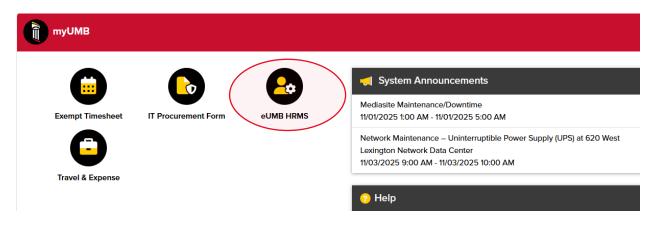
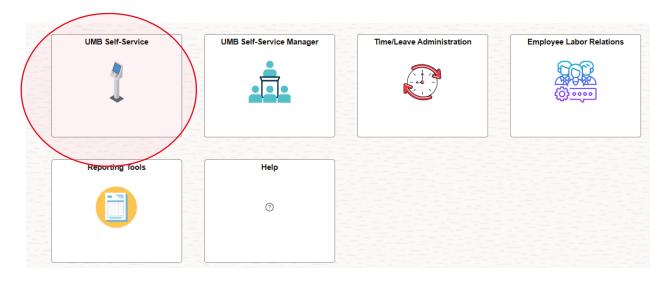
Please follow the instructions below to locate your payroll representation. If further assistance is needed, please contact <a href="mailto:leaveforms@umaryland.edu">leaveforms@umaryland.edu</a> or 410-706-7302.

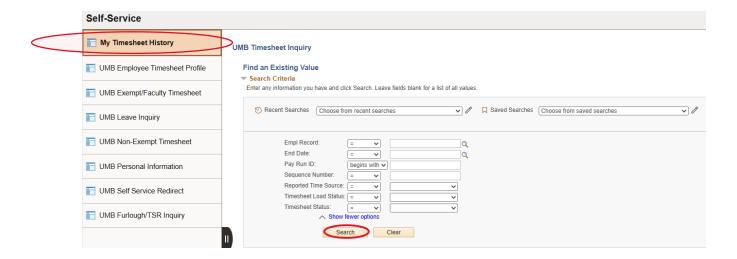
## 1. Go to myUMB Home | myUMB and select eUMB HRMS



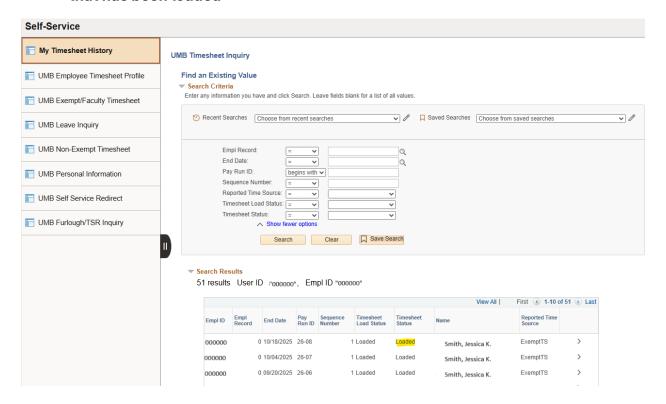
## 2. Select UMB Self-Service



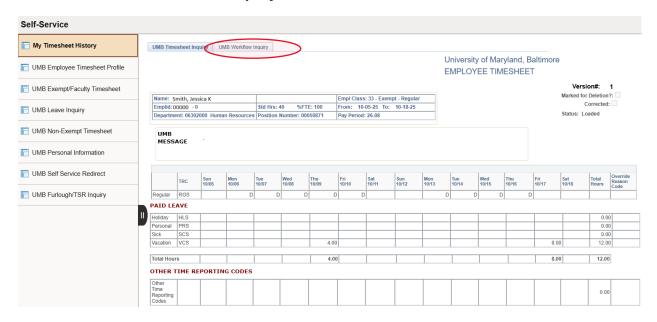
3. Select My Timesheet History and then select Search



4. Once Search is selected, you will see a history of your timesheets, select one that has been loaded



## 5. Select UMB Workflow Inquiry



## 6. Your payroll representative is located under ETS Approver

