



**myworksapp**<sup>®</sup>

your work stuff, all in one place

## A simple solution to manage your workplace applications

**myworksapp** from SSLPost, enables employees to access all their key work services in one place, via a simple user interface linked to your important applications.

Many people prefer to access websites and logins via apps on their mobile devices. **myworksapp** enables them to do this from one, simple screen. Rather than searching through their apps to find what they are looking for, they simply open **myworksapp** on their mobile or desktop and access epayslips, P60s, P11Ds, HR and auto enrolment communications, work emails, workplace pension, workplace benefits, HR portal or intranet, logins.

**myworksapp** provide links to six login screens (three flexible) as standard, with additional screens available on request.

### **myworksapp** benefits

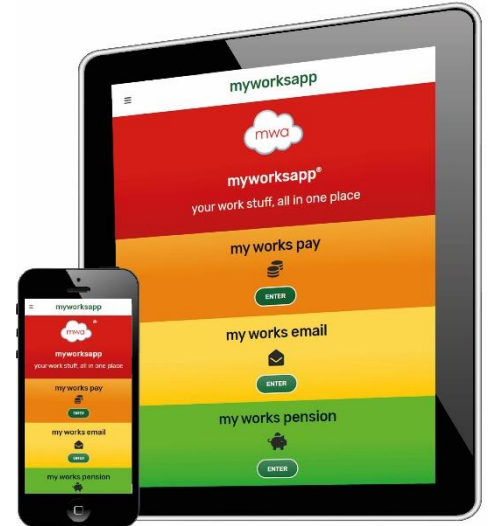
- No download required
- Access to all workplace applications in one place
- Easy and intuitive to use
- Suitable for all devices – mobile to desktop
- Convenient, 24/7/365 access with device and internet connection
- Distinctive favicon for home screen/desktop
- Option for single sign-on
- Hosted on secure servers at ISO27001 and Cyber Essentials certified provider
- Option for two factor authentication (2FA) via my works email or authenticator



## Getting started with **myworksapp**

The simplicity of the solution allows for quick and easy set up whilst following best practice guidelines for personal and cyber security.

- ✓ User must secure device using biometrics, password, PIN or shape as per security best practice
- ✓ User can manage passwords and logins via proprietary password manager on device (e.g. LastPass, 1Password, KeepassXC)
- ✓ User commences employment and saves app URL to their home screen
- ✓ On import of the first document via the SSLPost portal, user is sent welcome email or provided registration link by employer and guided to register
- ✓ Employer can opt for two factor authentication via email or authenticator.
- ✓ Registration to third party platforms are carried out as per third party requirements



## Adapting **myworksapp** for your business

**myworksapp** is provided with six login links as standard. However, three of these are flexible and can be changed to suit your requirements (shown below in grey).

- ✓ **my works pay** – link to epayslips portal login
- ✓ **my works email** – link to work email server login
- **my works pension** – link to workplace pension login
- **mypayrewards®** – link to employee discounts and benefits
- **my works holiday** – link to HR platform provider
- ✓ **myworksapp settings** – links to epayslip portal settings guidance and login

Other suggestions for these three flexible options are expenses calculators, mileage trackers, company intranet, company website, secure vaults or any other web-based solutions you use.\*

\*one link, per option, per company.

**Contact us today, to learn more!**