

E-Stub Instructions

- Go to www.paducah.kyschools.us
- Go to Quick Links on the left side of the page.
- Go to eStub on the next page.
- It will ask for Employee ID. Your ID number is _____. Please notate it because you will use this every time you log in.
- It will also ask for a Pin. The **VERY FIRST TIME YOU LOG IN**, the Pin number will be your entire social security number with no dashes. It will then automatically prompt you to change your Pin to a 6-20 character pin. When you put the 6-20 character Pin in, you can log in.
- The next time you log in, you will enter your employee id----- this never changes----- and then enter your new Pin. Please notate new Pin.