

ADP MOBILE APP

How to login using the ADP App



STEP 1 Download the ADP Mobile app from the appropriate app store

Play Store Search



ADP App on Mobile Device





STEP 2 Open the app, it will look like this, select the "New, Get Started" at the bottom of the screen



STEP 3 Respond with "Yes, I'm sure" to the verification prompt

Are you sure? If you have already setup an ADP Mobile account on this device, you will lose all of your stored data for this app, such as your Fingerprint Login or a saved User ID. New users should tap Yes, I'm sure. Yes, I'm sure **x** No, thanks Help New? Get started Privacy

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STEP 4 A prompt will appear asking if you have a registration code. Answer "No"





STEP 5 It will ask if you are based in USA or Canada. Choose USA





NORTHERN CALIFORNIA CONFERENCE OF SEVENTH-DAY ADVENTISTS

STEP 6 it will prompt for you to enter your first and last name





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STEP 7 It will prompt for your date of birth





STEP 8 It will prompt for your employee ID or associate ID. Choose "I don't know my ID?"





STEP 9 It will prompt "Enter your Social Security Number..."





STEP 10 Choose "Northern California Conference of Seventh-day Adventists" as the company you are associated with.



STEP 11 You will get the message "Good News..." Select "I got it" then select "Login"





STEP 12 You will get a prompt to login with your NCC email







Enter password





Terms of use Privacy & cookies •••



STEP 13 Terms and Conditions will appear, scroll to the bottom. Select "Accept" then "Continue"

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Terms and Conditions

BY TAPPING ON THE ACCEPT BUTTON AND/ OR BY ACCESSING THIS SITE ON A MOBILE DEVICE (A 'DEVICE') OR DOWNLOADING THE ADP MOBILE APPLICATION FOR SERVICES ON A DEVICE OR USING THE MOBILE SITE IN ANY MANNER, YOU ACKNOWLEDGE THAT YOU HAVE READ AND ACCEPT THESE MOBILE USER TERMS. If you do not agree to all of the Terms, you are not authorized to access or otherwise use this mobile application, software, or site (collectively referred to as the 'Site'). Your Employer, through its agreement(s) with the relevant Affiliate of Automatic Data Processing, Inc. ('ADP') is providing you with access to the information and services on this Site under the following terms of use (the 'Terms'). ADP's liability for this Site remains directly with your Employer and not with you as an individual user. ACCESS TO SITE. This Site is available only to users that are employees of a company (the 'Employer') utilizing ADP's Services, that have been authorized by the Employer to access this Site and have a registered user ID and password (the 'Credentials'). If you do not have any Credentials or are no longer an employee of the Employer, you are not authorized to use or access this Site.

On this Site, you will be able to access information and documents relating to your payroll and human resource information made available by your Employer. You may be permitted





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STEP 14 You will be asked if you want to enable biometric sign in (You can choose either option)





STEP 15 a Welcome popup will appear. Just close it



STEP 16 you will be taken to the final screen. You are now logged in!





NEED HELP? Ask a Practitioner



