

Step 1: Access the Honda Web Internet Site

Click on www.hondaweb.com or type it into your browser

Step 2: Log in to website



Enter your HSC network username and password.
Login: VH0XXXXX (Where XXXXX is your associate number)

*Some associates hired prior to 6/2005 will have a login of HSXXXXX

Password: HondaXXXXX (Where XXXXX is your associate number)
Example: VH018299 (or HS18299 for some hired prior to 6/2005)
Password: Honda18299

Step 3: Access Self Service



On the right side of the welcome page, choose HR Self-service.

Step 4: Access PeopleSoft



First Time Users

User ID: 12345 (Associate number only)
Password: HONDA1234 (Where 1234 is the last 4 of your SSN)

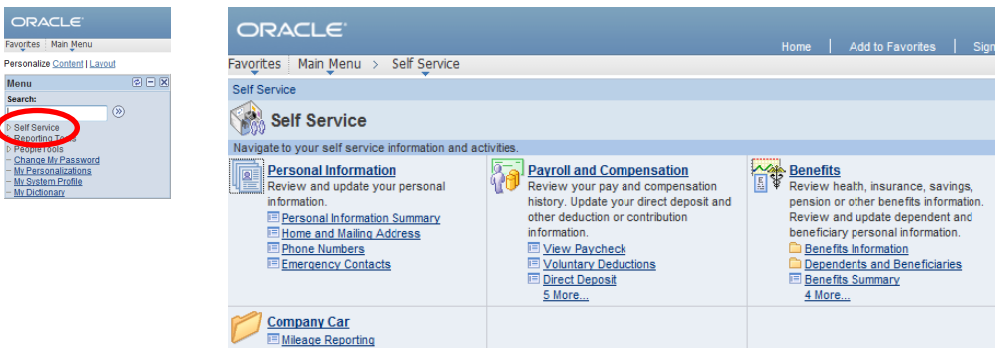
Users who access previously from HSC

User ID: 12345 (Associate number only)
Password: XXXXX (Whatever you set your password to be)

You will also be required to change this password every 90 days.

After you have signed in with your new password, choose self-service from the menu. You now have access to your personal, benefit and payroll information

Step 5: Access personal information



Click "Self Service" in the left menu. After that you can access your personal information, to include viewing paychecks.

If you have any problems, please see the Payroll department