

## Digital payroll accounting:

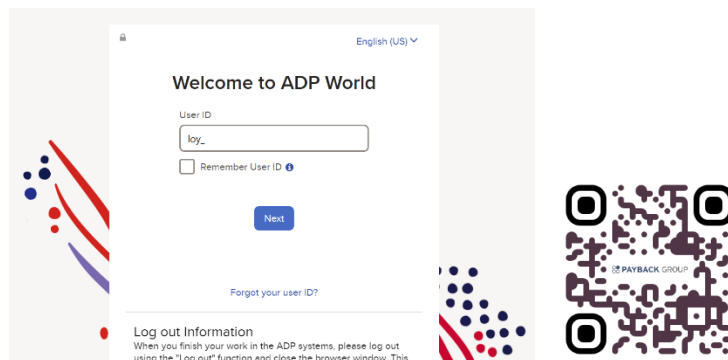
### Protection with 2-step verification

#### Your ADP World user account:

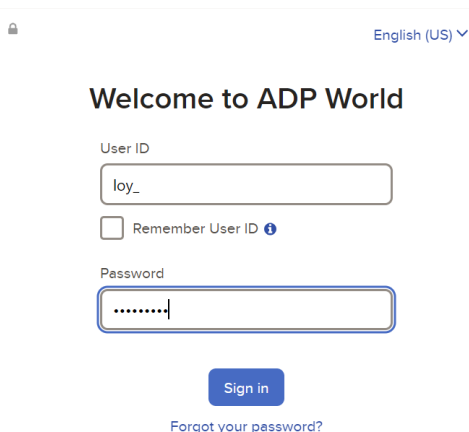
At ADP World, you have access to your payslips, income tax statement and social security notifications. To better protect your account and documents from cyberattacks and phishing attempts, we are switching the login process to 2-step verification. We will activate your account automatically. You don't have to do anything else.

#### And this is how it works:

1. Step: Start ADP World on your notebook (preferably your private notebook) or on your cell phone, both are possible - registration at: <https://www.adpworld.de/>



2. Step: Enter your password

A screenshot of the ADP World login interface, showing the password entry step. It includes the 'Welcome to ADP World' header, the 'User ID' field (containing 'loy\_'), the 'Remember User ID' checkbox, and a 'Password' input field with masked characters. A blue 'Sign in' button is positioned below the password field. A link for 'Forgot your password?' is located below the 'Sign in' button. The 'Log out Information' section is visible at the bottom.

3. Step: A message will now appear informing you that you will receive a verification code by e-mail, when you click submit. Now check your mailbox directly and copy the code to the clipboard.



## Get a Verification Code

Select an Option to Verify Your Identity



Send me an email  
s-----l@loyaltypartner.com

[Cancel](#)



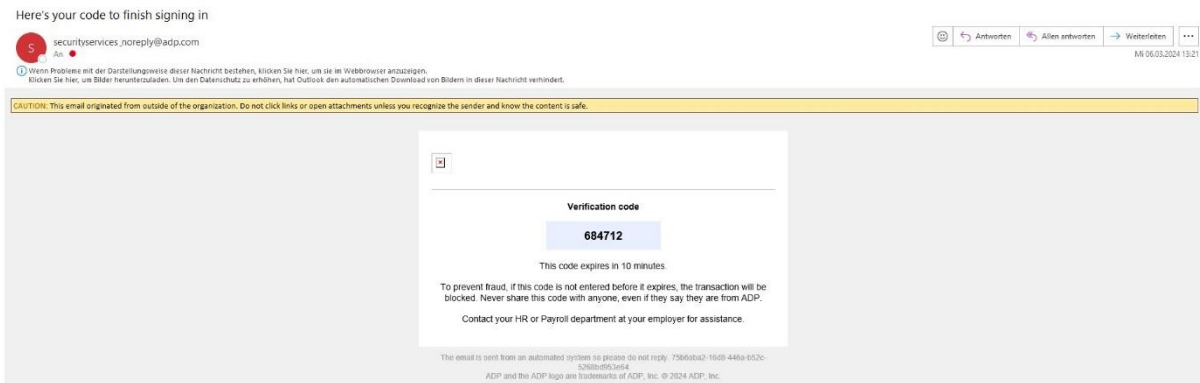
## Enter Verification Code

Your code has been sent to s-----l@loyaltypartner.com.  
This code is valid for 10 minutes.

Verification Code

[Submit](#)

[< Back](#)



- Step: Go back to the ADP website ADP World and paste the copied verification code from your e-mail. Then click on Submit.



## Enter Verification Code

Your code has been sent to s-----l@loyaltypartner.com.  
This code is valid for 10 minutes.

Verification Code

[Submit](#)

[< Back](#)

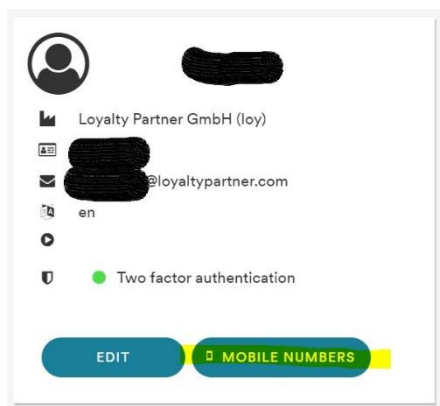
- Step: Welcome to ADP World! The portal opens and you can view your documents. It is best to download the documents to your private computer and save them there. We recommend that you check your payslips every month. This will also prevent the system from automatically deactivating you after 3 months.

FAQs:

**I have no ADP World user data** - Contact our HR Operations Team at [payroll@payback.group](mailto:payroll@payback.group) - Please always use the reason for your email and your company abbreviation in the subject line. ("PB: ADP World user data missing")

**I am not receiving an email.** - Please check your spam folder. The process generally works very reliably and the email is also delivered directly. If you have not received an email after 5 minutes, please contact [payroll@payback.group](mailto:payroll@payback.group) in case of a problem.

**I am leaving the company soon and therefore no longer have access to my office email address.** - In this case, you can enter your mobile phone number in your ADP World profile. To do this, click on your name, profile and then mobile numbers in the top right-hand corner of your user account. Enter your private cell phone number in the Business cell phone number field. If this particular field is filled in, you will receive the code on your cell phone and can then access your account.



Mobile numbers ×

Business mobile number 👁

Personal mobile number 👁

SAVE CANCEL