



**Welcome!**  
**Employee Forms Portal**

Login   Forgot password?

**NEW User Instructions**  
You must first **SET** your Password...  
1. Click on the **Forgot Password?** tab. (above)  
2. Enter your **username**. (Your username is your Tattnall email address.)  
3. Click the **Reset my Password** button.

**Want to Submit a Request or Update Personal Information?**  
Please enter your username and password below!

Username: **A**

Password: **B**

Remember me

**C** Log In to Submit or Approve Forms (Go to Logforms)

From Tattnall Schools website, select for Employees then drop down to Login & select the option that has submit Payroll/Pur. Req. You will get a Certificate safety message, please select advance, then scroll to bottom of the page and select proceed to myinforma. It should look like the one above except for the Letters. Once you get to this page-the New user Instructions link is in Red.