

Welcome to Helios

From your WORK email, click on the link from Helios.

This will take you to the sign in screen.

Helios
Education HR and Business
Reporting Solution

San Luis Coastal Unified
School District

Secure Log In

Login to: Admin Employee

User Name: *

Password: *

Log In

Login with Single Sign On

Admin Users Employees

Logging in as Employee/New hire and Forgot Password?

Leave the top area **blank** and click 'Employees' in the blue box.

Helios is linked to your District account. Once you login, you will then see your Employee Self-Service Portal Home page.

Click 'eSign Documents'. This is where you will find forms that need to be completed, as well as forms that have already been completed in Helios.

Home

Onboarding

Employee Data

Personal Data

Credentials

eDocuments

eSign Documents

Education

Time and Absences

Change Password and PIN

Employee Self-Service Portal Home

Name	Action
19-20 Annual Notifications	Sign

No Signed Documents for now

Here are the document(s) waiting for you to sign. Click on 'sign' and it will take you to the document.

After you've completed the document, it will show in your eSign Documents folder below.