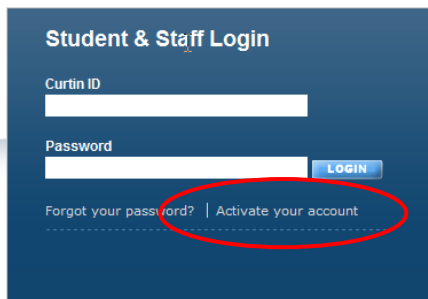


From the Oasis Login Page

1. Go to Activate your Account



Student & Staff Login

Curtin ID

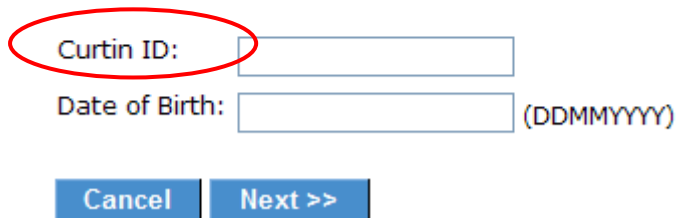
Password

[Forgot your password?](#) | [Activate your account](#)

2. Enter your Staff ID (Provided by Scholarships Office)

account activation

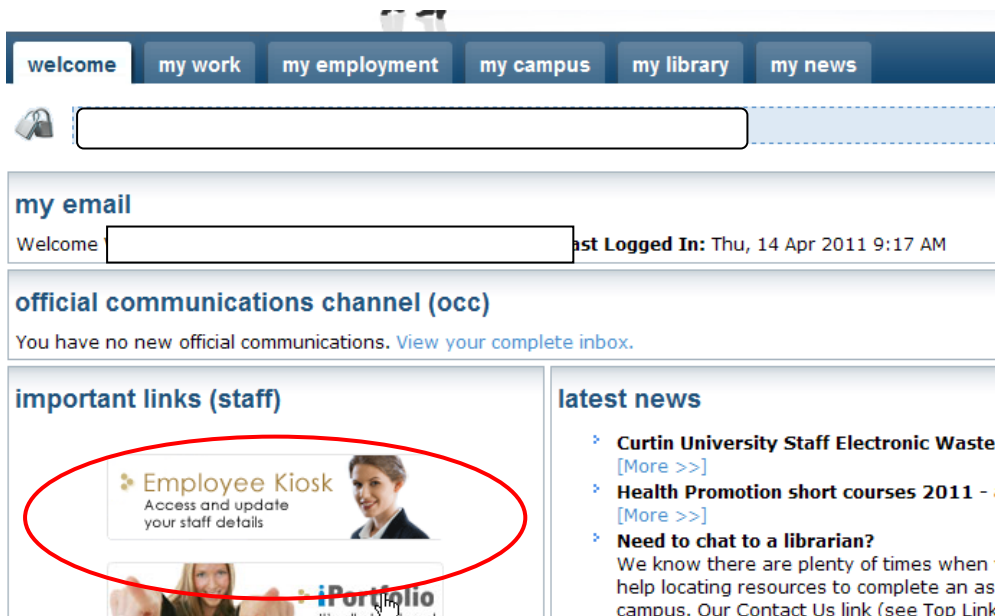
Step 1 of 3 - Identity verification



Curtin ID:

Date of Birth: (DDMMYYYY)

3. You will be taken to the employee Oasis page, On the left hand side of the page select Employee Kiosk



welcome my work my employment my campus my library my news

my email
Welcome Last Logged In: Thu, 14 Apr 2011 9:17 AM

official communications channel (occ)
You have no new official communications. [View your complete inbox.](#)

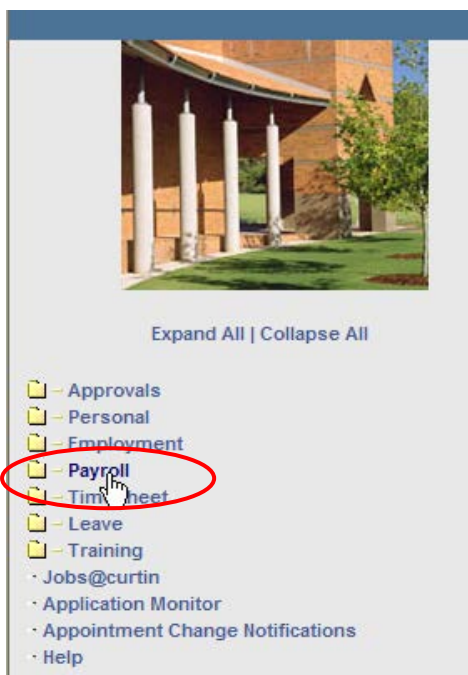
important links (staff)

- [Employee Kiosk](#)
Access and update your staff details

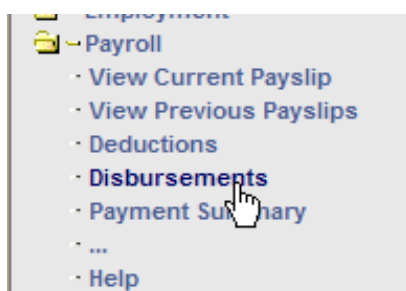
latest news

- ✦ [Curtin University Staff Electronic Waste](#)
[More >>]
- ✦ [Health Promotion short courses 2011 - a](#)
[More >>]
- ✦ [Need to chat to a librarian?](#)
We know there are plenty of times when y help locating resources to complete an ass campus. Our Contact Us link (see Top Link:

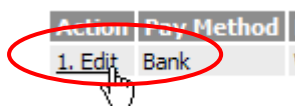
4. You will be taken to the Employee Kiosk Page – Go to the Payroll tab



5. In the payroll tab select Disbursements



6. In the bank details line if your bank details shown are incorrect select edit



7. Enter your updated bank details and select update.

Maintain Disbursements

Pay Method	B - Bank
BSB Number	<input type="text"/>
Bank	WBC Thornlie
Account Number	<input type="text"/>
Account Name	<input type="text"/>
Reference	Leave Blank
Fixed Amount	<input type="text"/>
Percent Amount	Leave Blank
NB: The account name must be the same as the account name recorded with your Financial Institution	

8. Log out