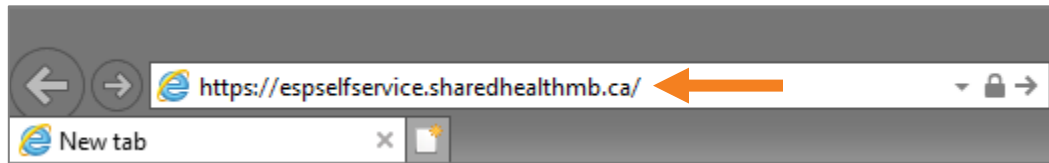


Sign in to Workforce ESP Self Service (from home)

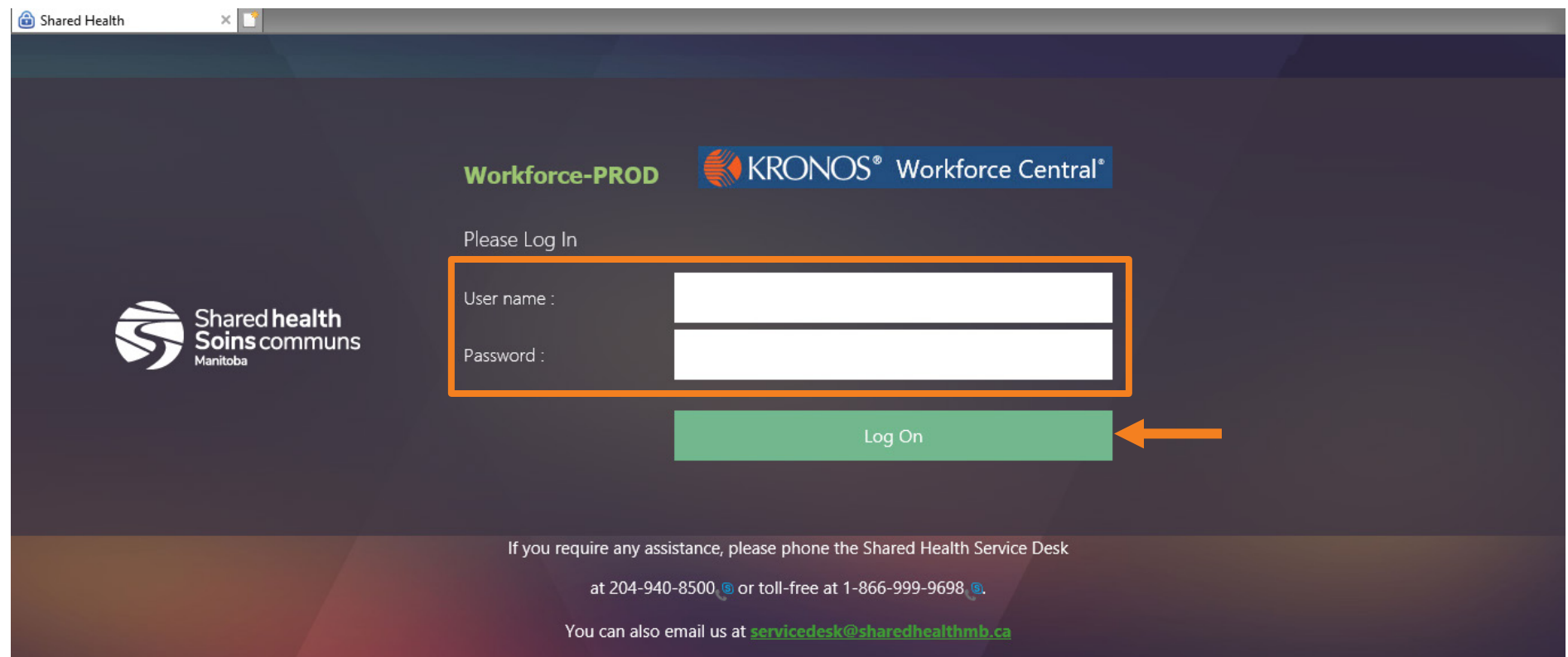
1 Access Workforce ESP Self Service

Click the following link, or type it into your browser's address bar: <https://espservice.sharedhealthmb.ca>



2 Sign in to Workforce ESP

Enter your network User Name and Password and then click the Log On button.



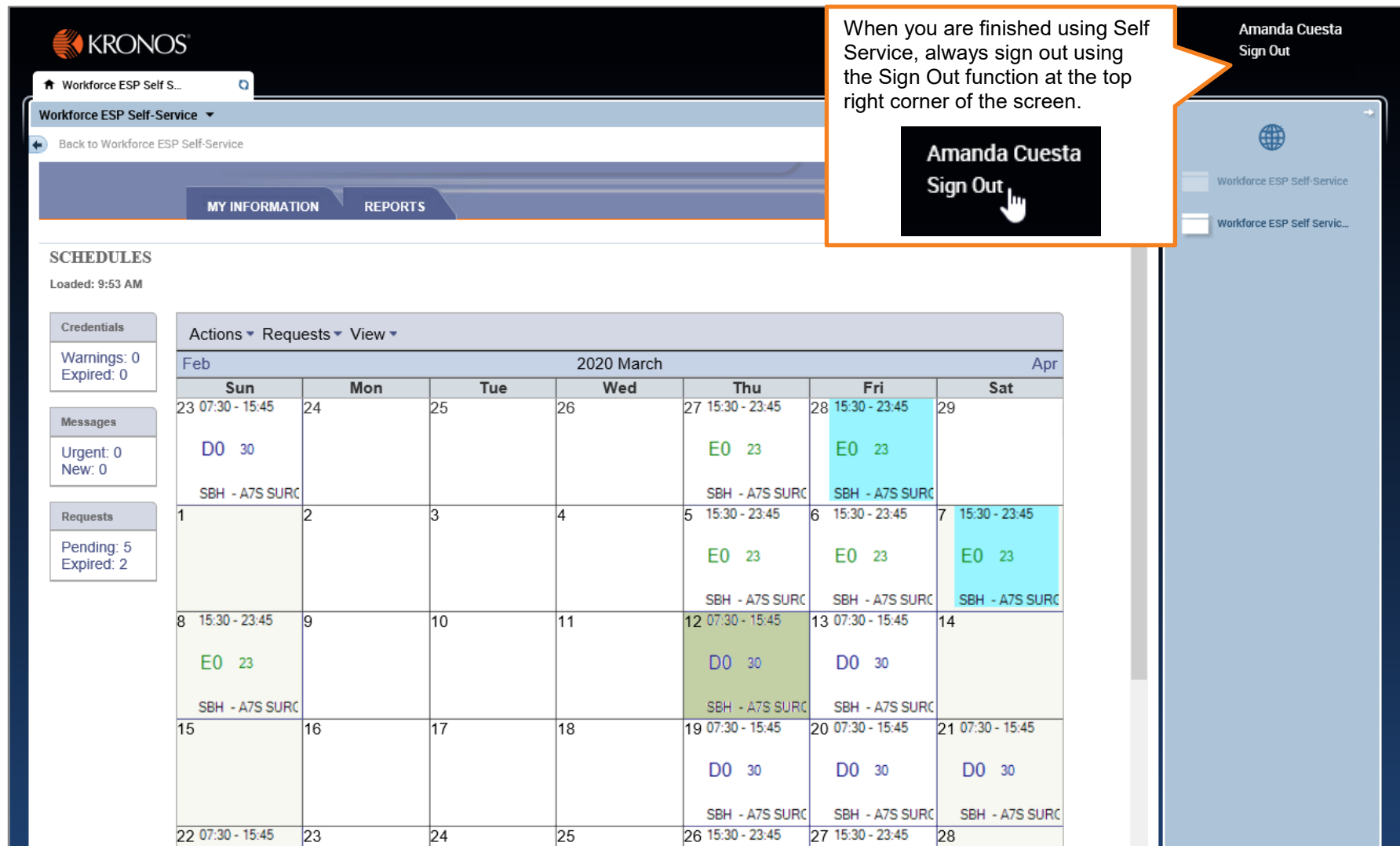
For login or system access issues, contact the Shared Health Service Desk: 204-940-8500 or 1-866-999-9698.

Sign in to Workforce ESP Self Service (from home)

3 Workforce ESP Self Service

After you sign in, your Workforce ESP Self Service Home Page displays and shows your schedule for the current month.

The Employee Home Page displays the schedule for the current month. The Manager Home Page displays a unit selection menu.



The screenshot shows the Workforce ESP Self Service interface. At the top, there is a navigation bar with 'MY INFORMATION' and 'REPORTS' tabs. Below this is a 'SCHEDULES' section with a 'Loaded: 9:53 AM' timestamp. On the left, there are panels for 'Credentials', 'Messages', and 'Requests'. The main area is a calendar grid for 2020 March, showing days of the week and specific shift times (e.g., 07:30 - 15:45, 15:30 - 23:45). A callout box highlights the 'Sign Out' button in the top right corner, with the text: 'When you are finished using Self Service, always sign out using the Sign Out function at the top right corner of the screen.'

Feb		2020 March						Apr
Sun	Mon	Tue	Wed	Thu	Fri	Sat		
23 07:30 - 15:45 D0 30 SBH - A7S SURC	24	25	26	27 15:30 - 23:45 E0 23 SBH - A7S SURC	28 15:30 - 23:45 E0 23 SBH - A7S SURC	29		
1	2	3	4	5 15:30 - 23:45 E0 23 SBH - A7S SURC	6 15:30 - 23:45 E0 23 SBH - A7S SURC	7 15:30 - 23:45 E0 23 SBH - A7S SURC		
8 15:30 - 23:45 E0 23 SBH - A7S SURC	9	10	11	12 07:30 - 15:45 D0 30 SBH - A7S SURC	13 07:30 - 15:45 D0 30 SBH - A7S SURC	14		
15	16	17	18	19 07:30 - 15:45 D0 30 SBH - A7S SURC	20 07:30 - 15:45 D0 30 SBH - A7S SURC	21 07:30 - 15:45 D0 30 SBH - A7S SURC		
22 07:30 - 15:45	23	24	25	26 15:30 - 23:45	27 15:30 - 23:45	28		