

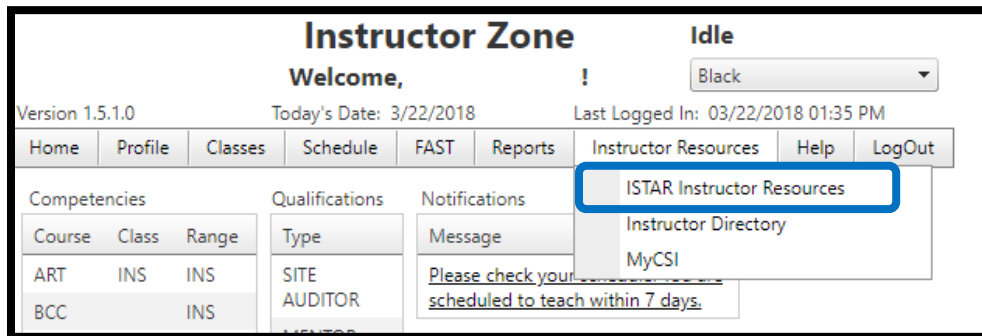
Instructor Zone - Instructor Resources

In this guide you will learn about:

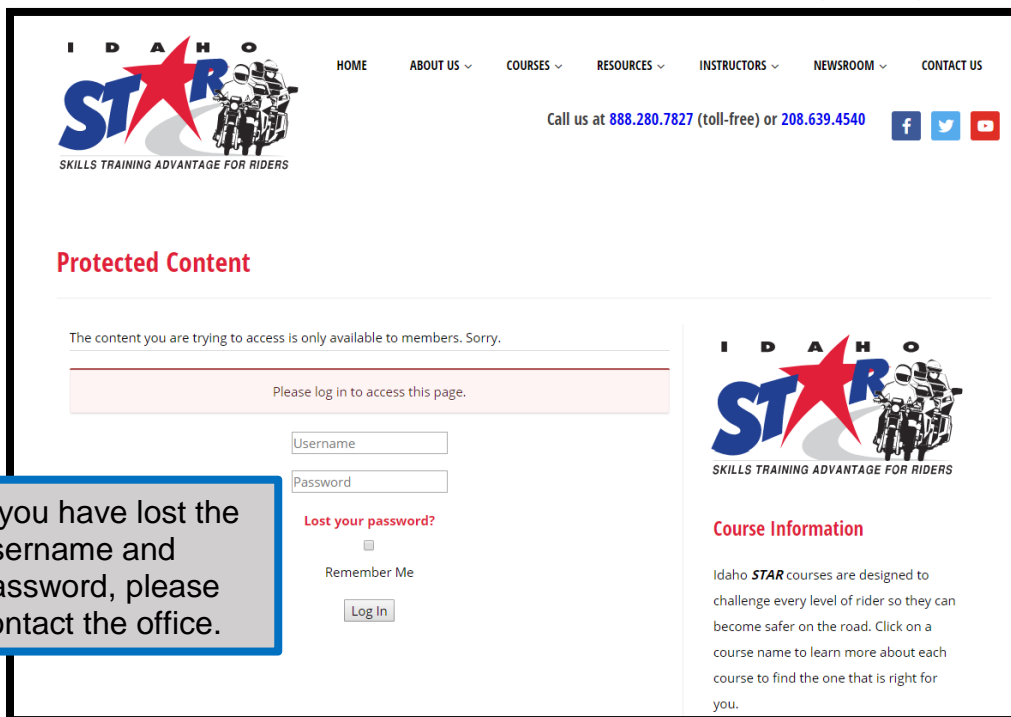
- ★ Accessing the ISTAR Instructor Resources
- ★ Accessing the Instructor Directory
- ★ Accessing the MyCSI Portal and Information About Pay

Accessing the ISTAR Instructor Resources

If you are in the Instructor Zone and wish to go to the Instructor Resources area, hover over the Instructor Resources tab and click on ISTAR Instructor Resources from the drop-down menu.



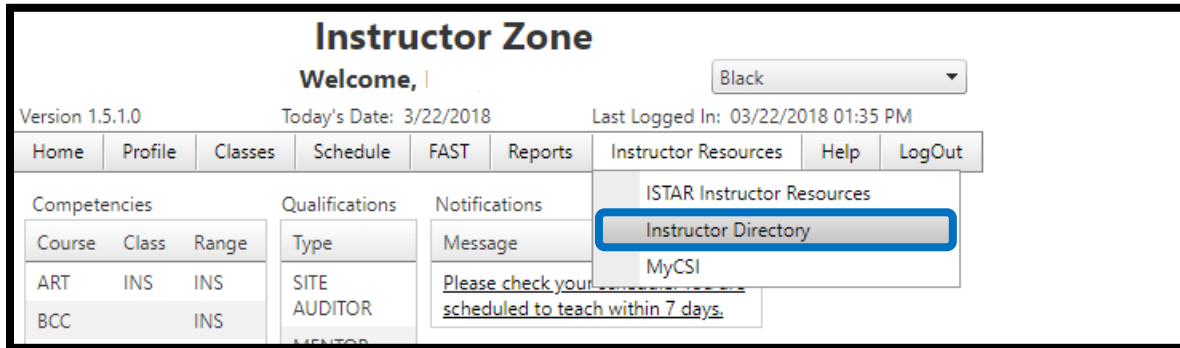
You will be redirected to the Idaho **STAR** Instructor Resources log in page.



If you have lost the username and password, please contact the office.

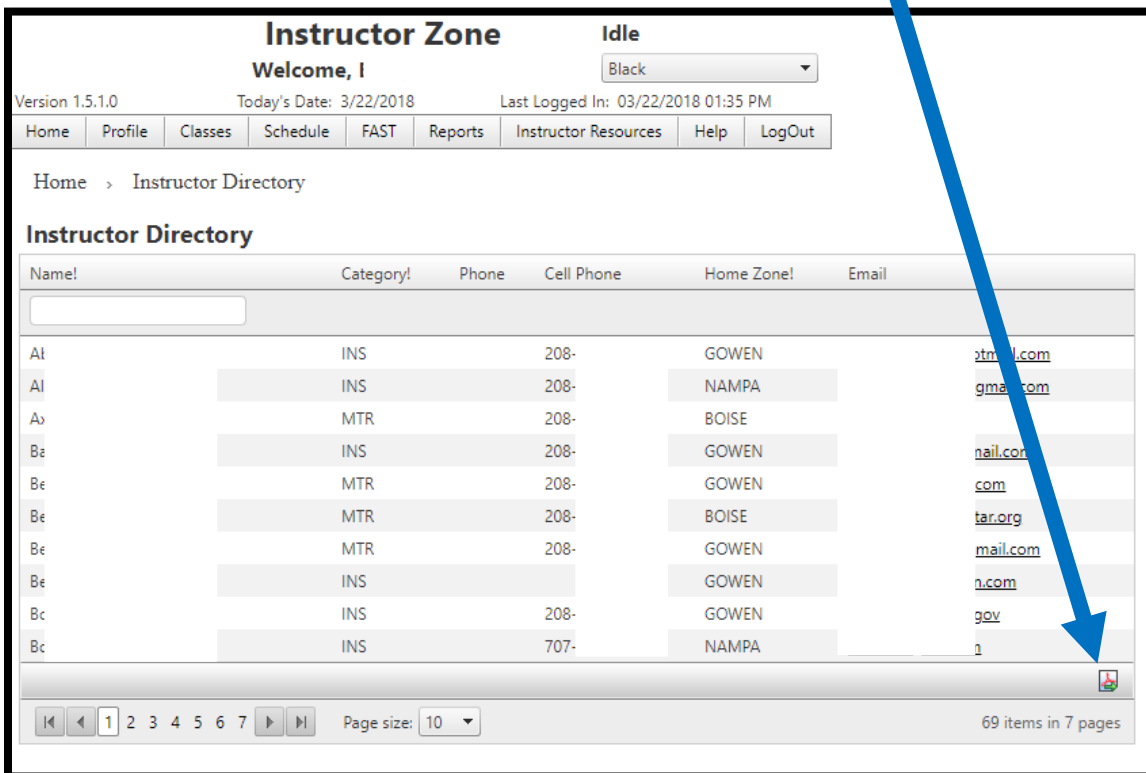
Accessing the Instructor Directory

If you need to contact a fellow Instructor, you can access their email and phone number by hovering over the Instructor Resources tab and clicking Instructor Directory from the drop-down menu.



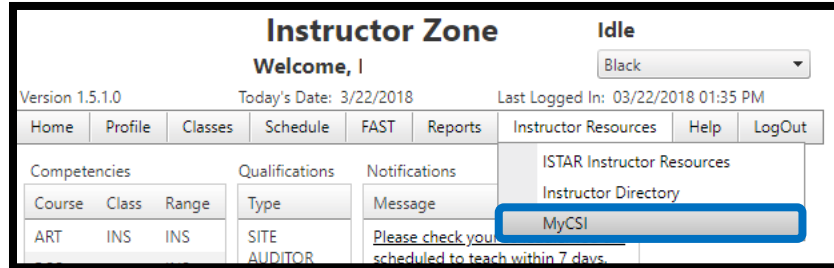
We **Do Not** share the Instructor Directory. The information is a resource for Instructors only.

The information is in alphabetical order. You can click on the PDF icon to print the Directory for your use.

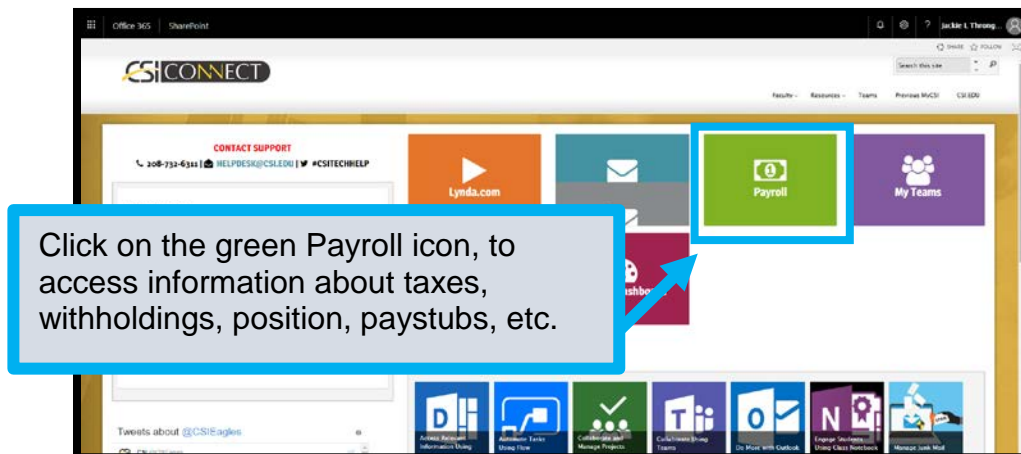
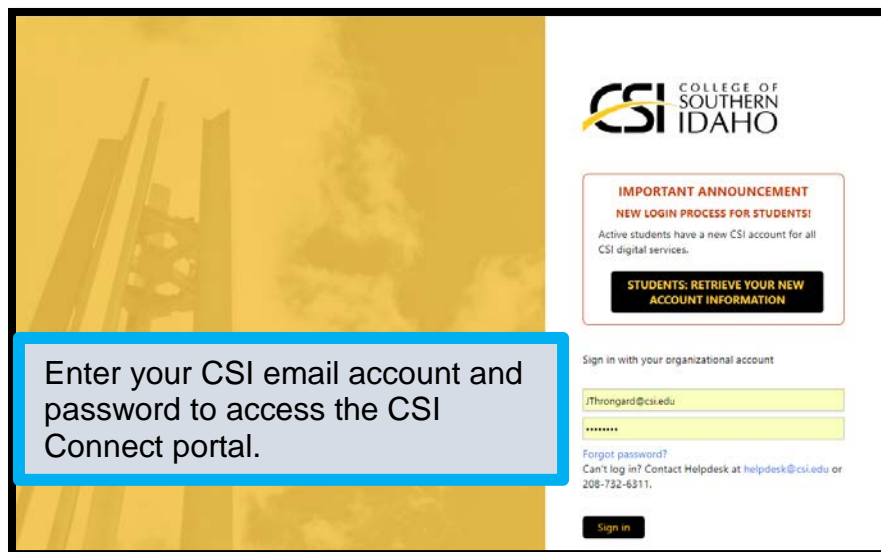


Accessing the MyCSI Portal and Information About Pay

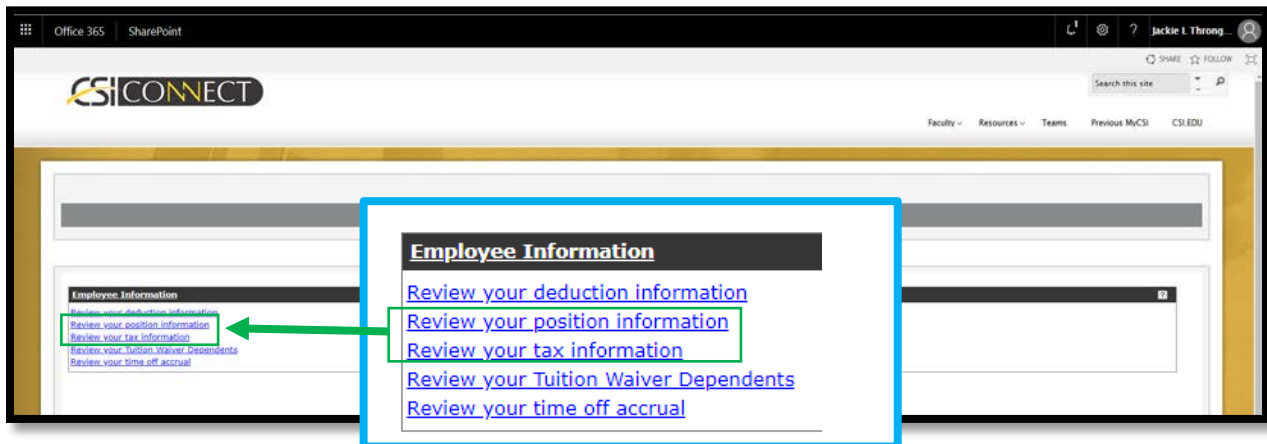
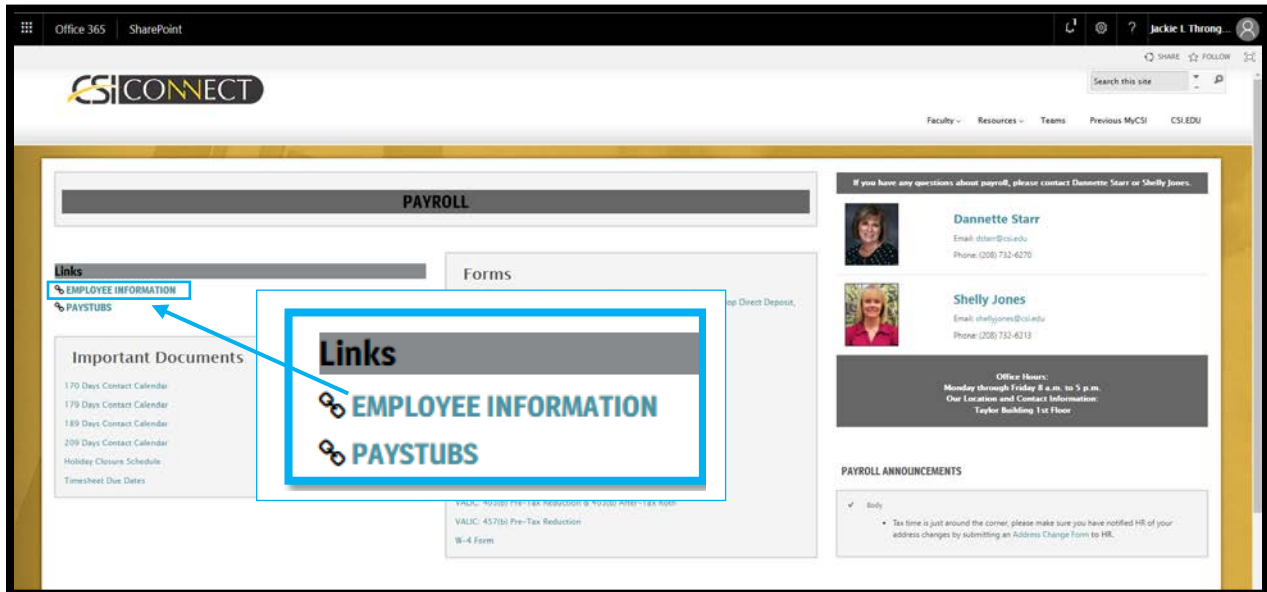
To connect to MyCSI, to view/print pay information, hover over the Instructor Resources tab and click on MyCSI from the drop-down menu.



NOTE: You will only be able to access MyCSI after you receive your log-in credentials. This may take several weeks. If you can not access your MyCSI account, you will need to contact the CSI Helpdesk at helpdesk@csi.edu or call 208-732-6311.



To view information related to your position and taxes, click on the Employee Information link.



Employee Information - Staff Information Detail

Deduction Information	Position Information	Tax Information	Dependent Information	Time Off Accrual	
Tax Name	Filing Status	Exemptions	Additional Amount	Year to Date Amount Withheld	Year to Date Taxable Wages
Federal Income Tax	Married	0	0.00		12
FICA Medicare	Rate Table A	0	0.00		55
FICA Old Age Disability	Rate Table A	0	0.00		55
Idaho State Tax	Married	0	0.00		12

You can switch to any of the provided information by clicking on the tabs.

To view/print paystubs, click on the Paystubs link.

