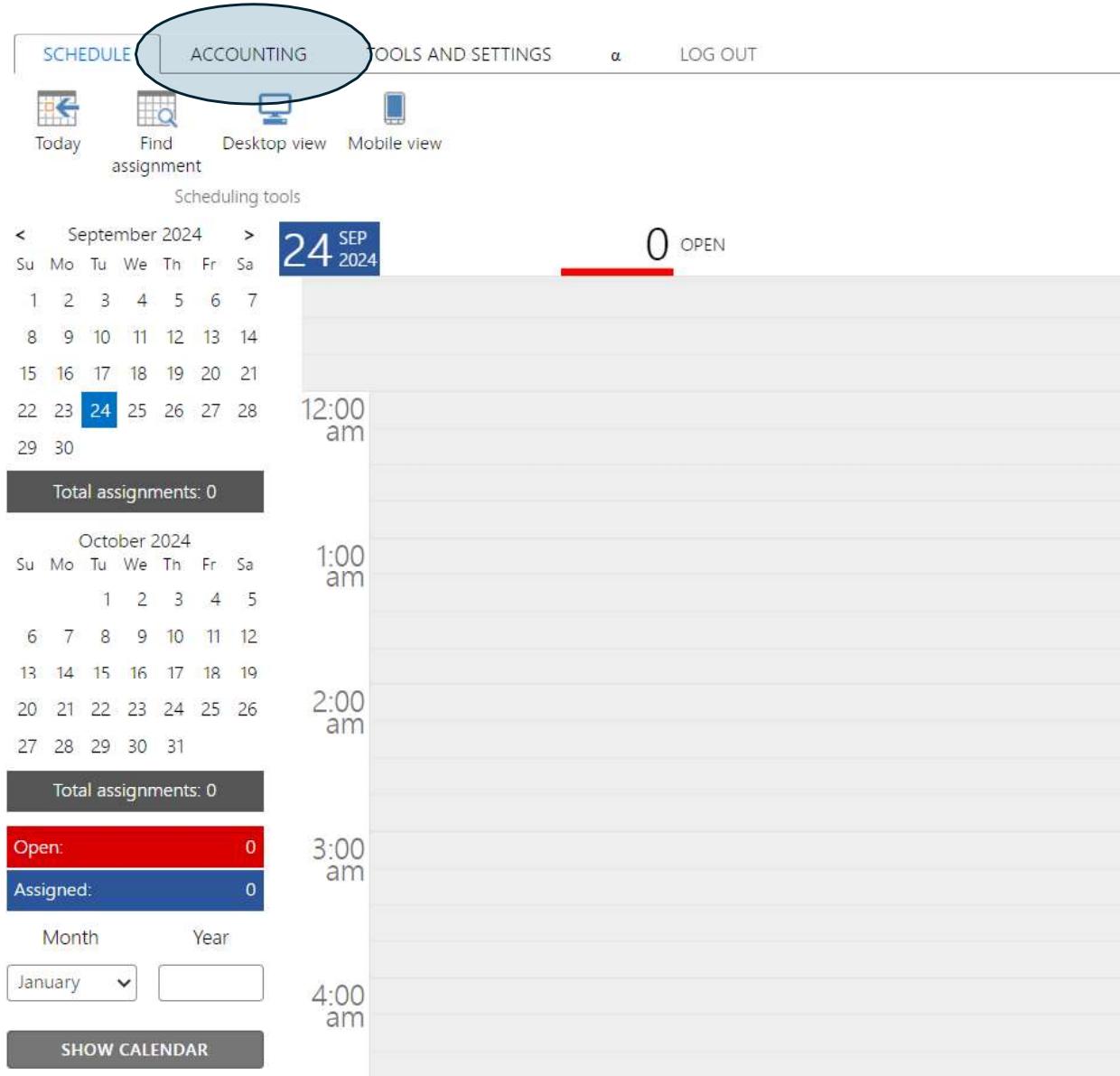


LAP COMPENSATION REPORT

HOW TO ACCESS YOUR COMPENSATION INFORMATION

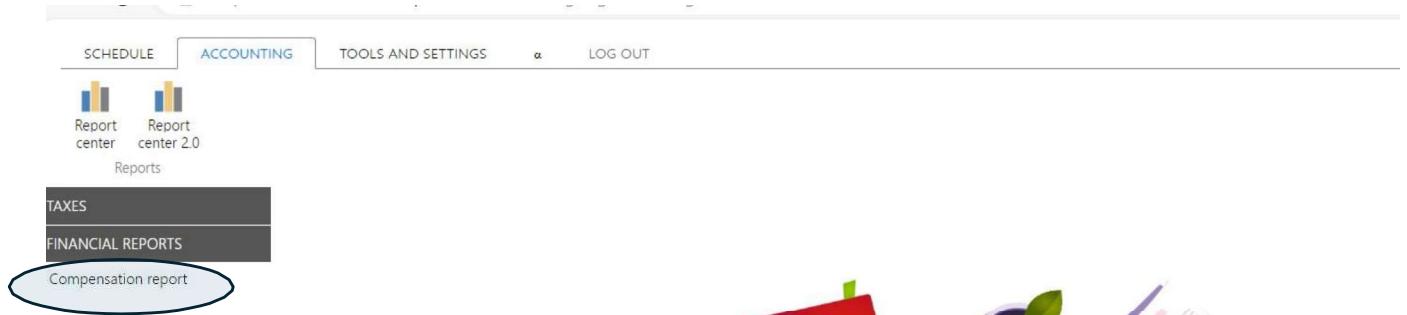
After logging into Wordbridge.io, you will see the screen below, then click on the “Accounting” tab.



The screenshot shows the Wordbridge.io interface with the following details:

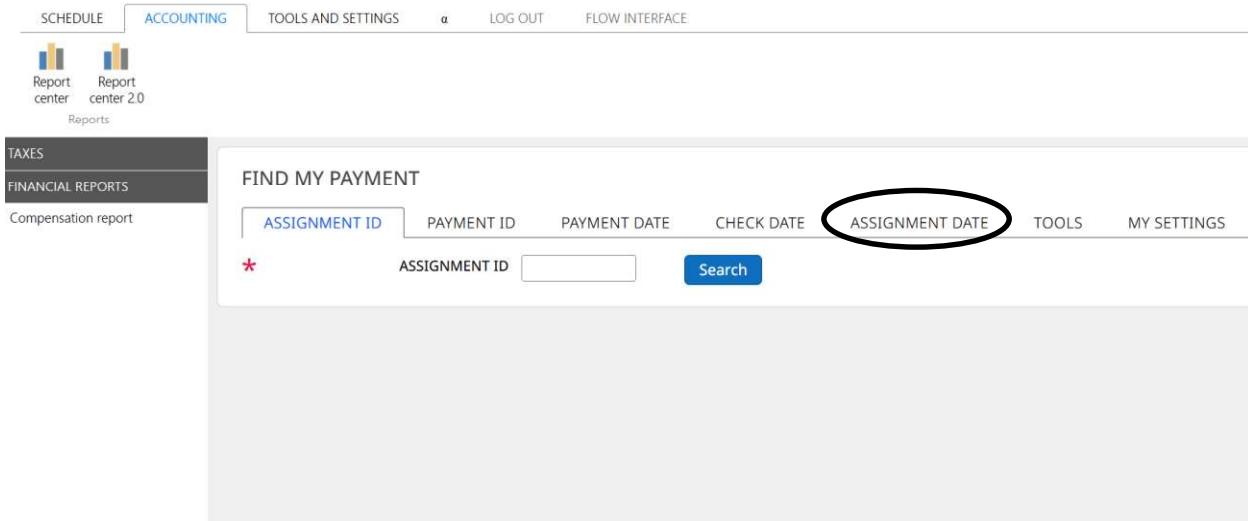
- Header:** SCHEDULE, ACCOUNTING (circled in blue), TOOLS AND SETTINGS, LOG OUT.
- Scheduling tools:** Today, Find assignment, Desktop view, Mobile view.
- Calendar:** September 2024. The date 24 SEP is highlighted in blue. To the right, a red bar indicates 0 OPEN assignments.
- Assignment Log:** A vertical list of time slots from 12:00 am to 4:00 am, all showing 0 assignments.
- October 2024 Calendar:** Shows the month of October with days 1-31.
- Assignment Summary:** Total assignments: 0, Open: 0, Assigned: 0.
- Filter:** Month (dropdown to January), Year (dropdown).
- Buttons:** SHOW CALENDAR.

Under the Accounting tab, you will see the following screen. Under Financial Reports, click on “Compensation report”.



Accounting section is all about numbers. Use buttons on the top of the screen and menus on the left side to navigate financial and statistical features of ScheduleInterpreter®.

Under Compensation report, you will see the following screen. Here you can search via: “Assignment ID”, “Assignment Date”, “Payment Date“, or Check Date. We recommend “Assignment Date”.

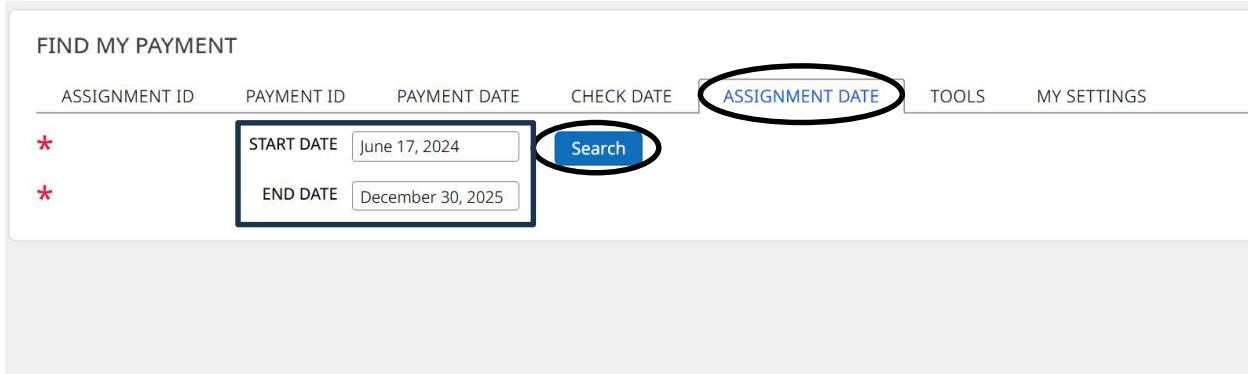


The screenshot shows the 'FIND MY PAYMENT' search interface. At the top, there are tabs for 'SCHEDULE', 'ACCOUNTING' (which is selected), 'TOOLS AND SETTINGS', 'LOG OUT', and 'FLOW INTERFACE'. Below the tabs, there are icons for 'Report center' and 'Report center 2.0' under the 'Reports' section. The left sidebar includes 'TAXES', 'FINANCIAL REPORTS', and 'Compensation report'. The main search bar has fields for 'ASSIGNMENT ID', 'PAYMENT ID', 'PAYMENT DATE', 'CHECK DATE', and 'ASSIGNMENT DATE'. The 'ASSIGNMENT DATE' field is circled in red. Below the search bar is a 'Search' button. The entire search interface is enclosed in a large gray box.

Once clicking on ‘Assignment Date”, you will see the screen below.

Here you can select the date range to look up compensation information. This Contract rolled out June 17th, 2024 - so this date will be the oldest “start date” that you can use.

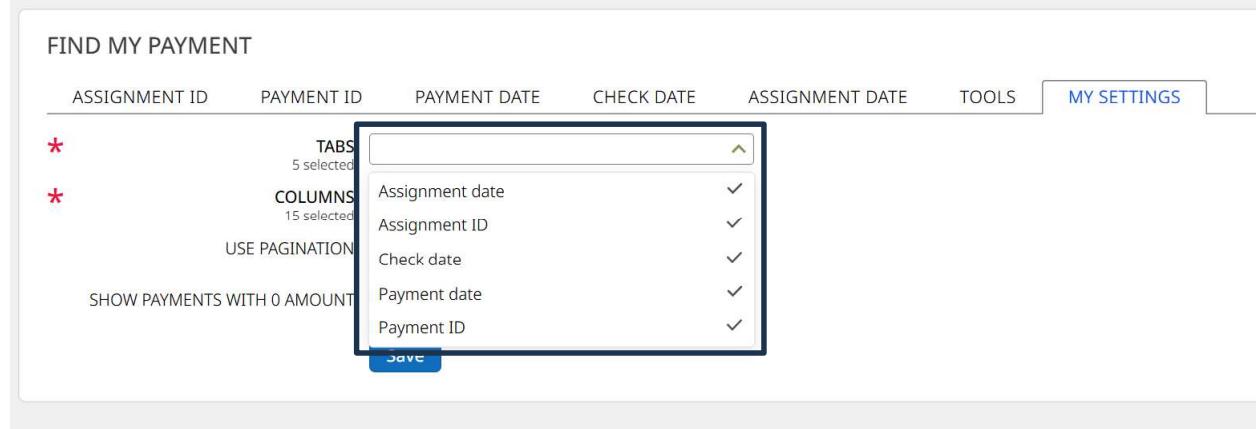
Once date range has been selected, click “Search” to see the report:



The screenshot shows the 'FIND MY PAYMENT' search interface with date range fields highlighted. The 'ASSIGNMENT DATE' field is circled in red. Below it, there are two date input fields: 'START DATE' (set to June 17, 2024) and 'END DATE' (set to December 30, 2025). The 'Search' button is also circled in red. The interface is identical to the one in the previous screenshot, with the same tabs and sidebar.

You can customize the view of your report using “My settings”.

Under “Tabs”, you can filter the different search options. You can select or deselect which columns appear.



FIND MY PAYMENT

ASSIGNMENT ID PAYMENT ID PAYMENT DATE CHECK DATE ASSIGNMENT DATE TOOLS MY SETTINGS

TABS
5 selected

COLUMNS
15 selected

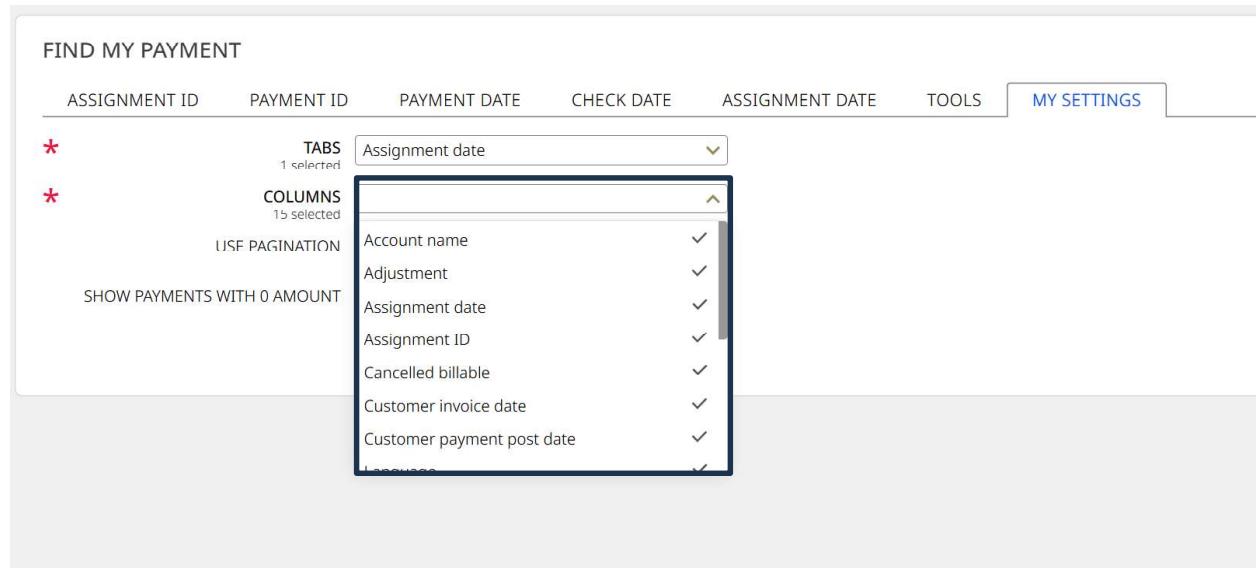
USE PAGINATION

SHOW PAYMENTS WITH 0 AMOUNT

Assignment date
Assignment ID
Check date
Payment date
Payment ID

Save

Under “Columns”, the available fields are shown below and you can check or uncheck any fields that you want or don’t want to see. There are 15 fields you can select or deselect.



FIND MY PAYMENT

ASSIGNMENT ID PAYMENT ID PAYMENT DATE CHECK DATE ASSIGNMENT DATE TOOLS MY SETTINGS

TABS
1 selected

COLUMNS
15 selected

UISF PAGINATION

SHOW PAYMENTS WITH 0 AMOUNT

Assignment date
Account name
Adjustment
Assignment date
Assignment ID
Cancelled billable
Customer invoice date
Customer payment post date

FIND MY PAYMENT

ASSIGNMENT ID PAYMENT ID PAYMENT DATE CHECK DATE ASSIGNMENT DATE TOOLS **MY SETTINGS**

* **TABS** 1 selected **Assignment date**

* **COLUMNS** 15 selected

USE PAGINATION

SHOW PAYMENTS WITH 0 AMOUNT

Language ✓
Payment date ✓
Payment ID ✓
Quantity ✓
Rate ✓
Select ✓
Total ✓
Units ✓

FIND MY PAYMENT

ASSIGNMENT ID PAYMENT ID PAYMENT DATE CHECK DATE ASSIGNMENT DATE TOOLS **MY SETTINGS**

* **TABS** 1 selected **Assignment date**

* **COLUMNS** 15 selected

USE PAGINATION

SHOW PAYMENTS WITH 0 AMOUNT

Payment date ✓
Payment ID ✓
Quantity ✓
Rate ✓
Select ✓
Total ✓
Units ✓
Vendor ✓