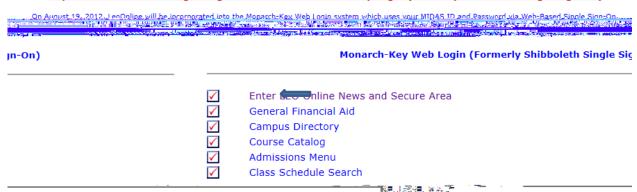
Electronic Personnel Action Forms (EPAF) Accessing the EPAF Menu

- 1. Login at www.leoonline.odu.edu/
- 2. Select Enter LEO Online News and Secure Area



Important Information Regarding LeoOnline and Monarch-Key Login (Formerly Shibboleth Single Sign-On)



3. Click the Key, Enter Secure Area (Located at the bottom of screen)



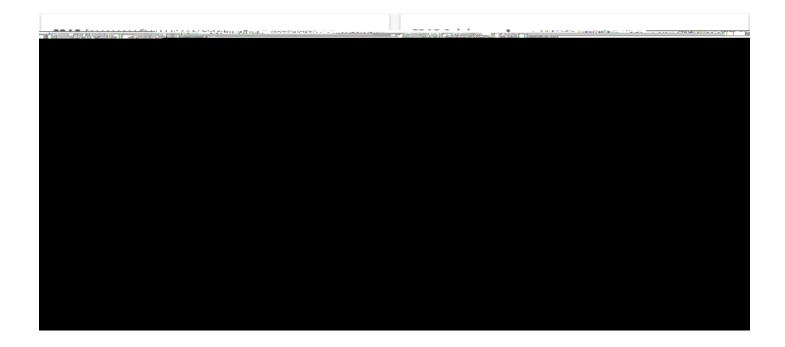
 Midas ID – Enter Midas Username Password – Enter Midas Password Click Login







7. The Electronic Personnel Action Form (EPAF) menu appears. The EPAF menu shows the links you have access to. The EPAF menu may not have all the links listed below for EPAF setup.



Note: If you do not see the EPAF link and completed the electronic approval access form, please contact Human Resources.