

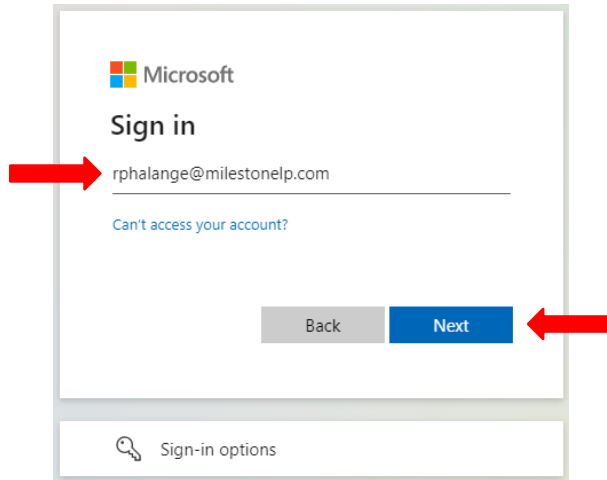


Employee Self Service Portal

HFF Benefitted Employee Login Instructions

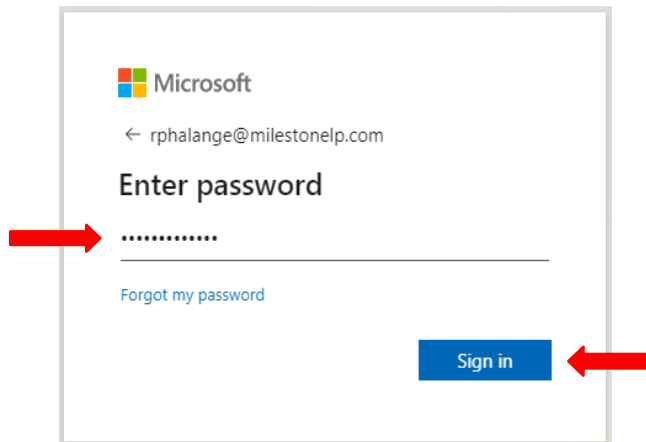
Go To: [HFF SSO Employee Portal Link](#)

- a. Enter your Milestone email address then click **Next**.



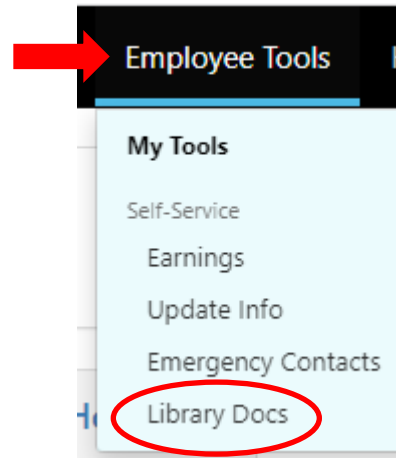
Microsoft
Sign in
rphalange@milestonelp.com
[Can't access your account?](#)
Back Next
Sign-in options

- b. Enter your Milestone password then click **Sign in**. (**This is the same password you use to sign into your company computer and email**)



Microsoft
← rphalange@milestonelp.com
Enter password
.....
[Forgot my password](#)
Sign in

- c. For instructions on how to navigate the ESS portal, go to **Employee Tools** across the top-right hand corner of your page, then click on **Library Docs**.



- d. Select *Milestone ESS Portal Guide* to download a copy and learn more!

