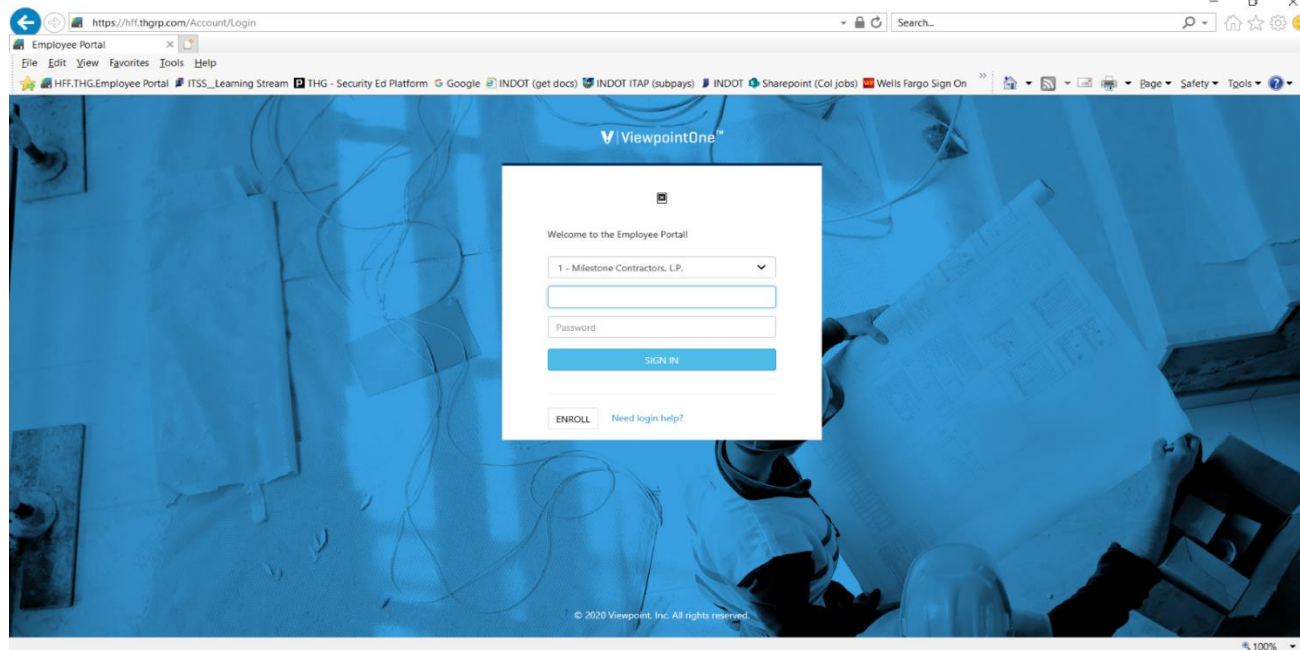




**Milestone Viewpoint Employee Portal: Employee ID Sign In**

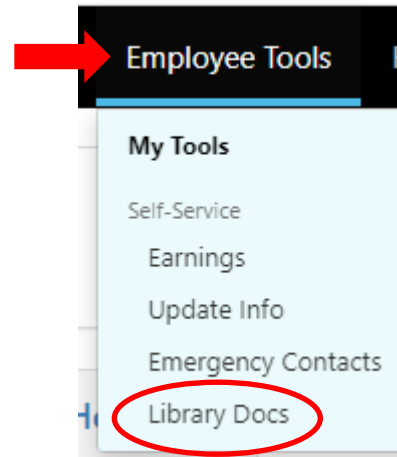
## HFF Craft Employee Login Instructions

Go to: [HFF Craft Employee Portal Link](#)

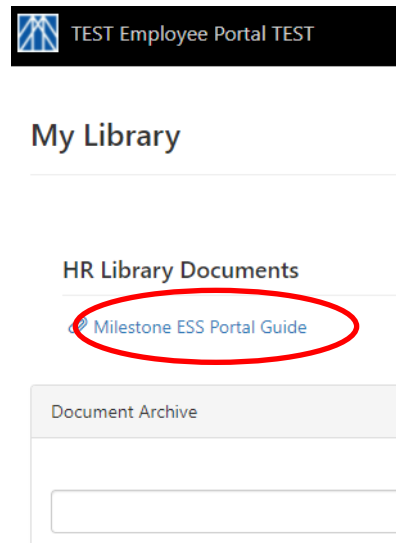


- a. Select the “Enroll” button
- b. Select Company “1 – Milestone Contractors.
- c. Enter your Employee ID.
- d. Where it asks for your password, type in the last 4 digits of your social security number.
- e. You will be prompted for a new password (see requirements on screen). Re-enter your new password.
- f. Select the REGISTER button. You’ll now have access to the Milestone Viewpoint Employee Portal!

Once logged in, 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**.



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





**Employee Self Service Portal**

## HFF Benefitted Employee Login Instructions

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

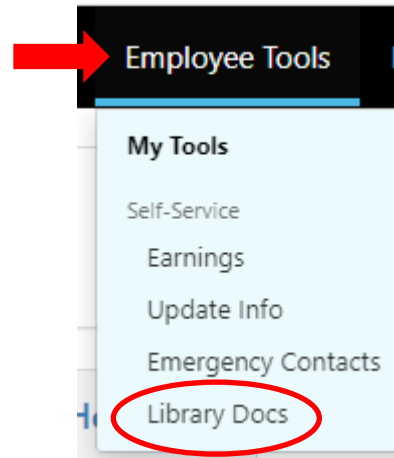
- a. Enter your Milestone email address then click **Next**.

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!

