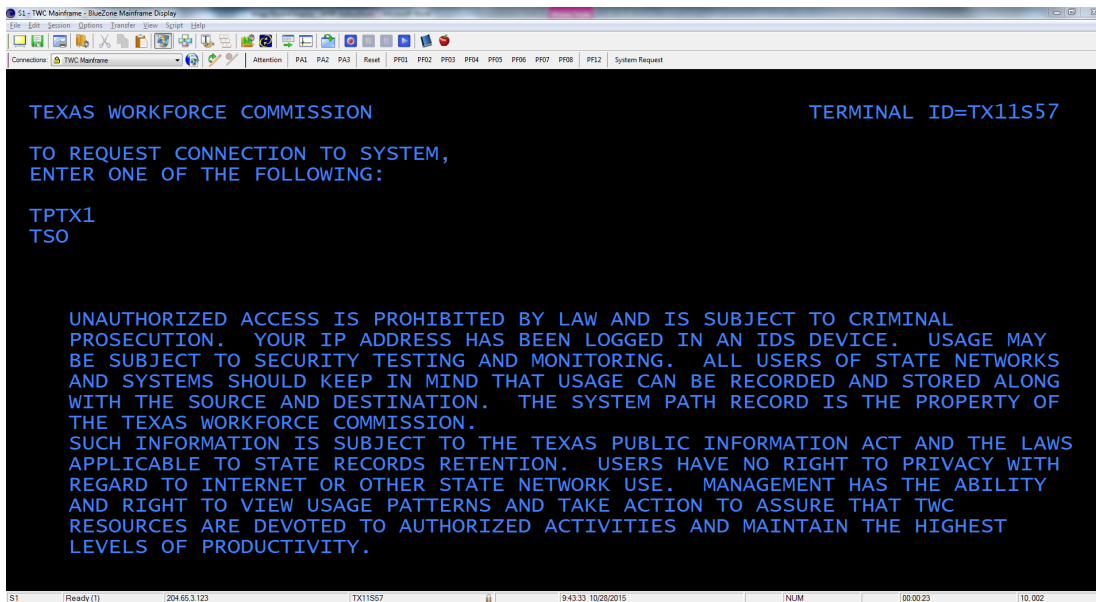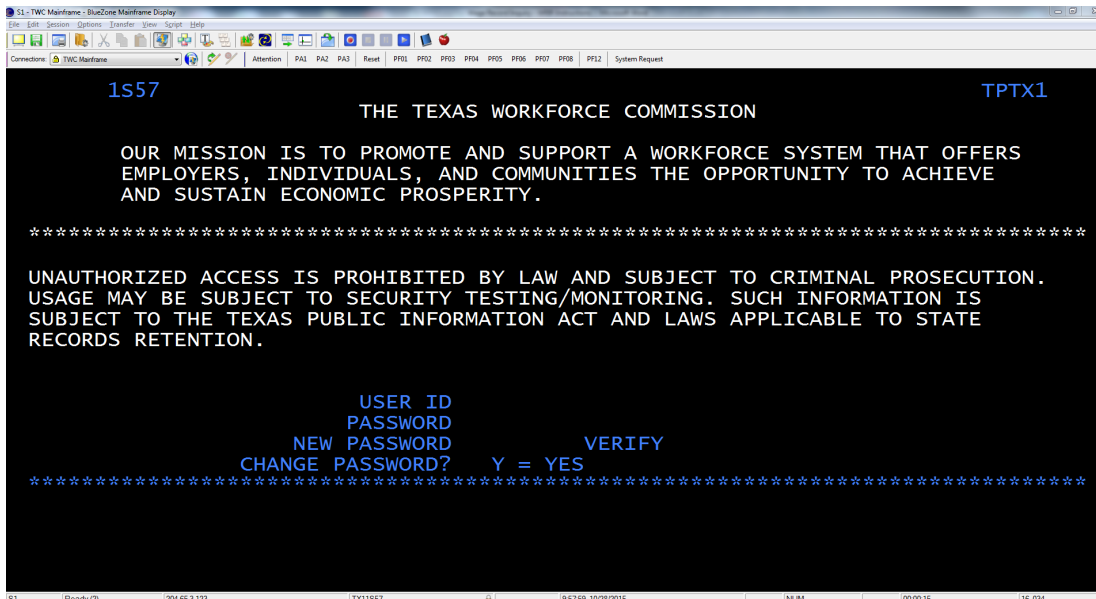# Wage Records Information Report Access Instructions

Step 1: The TWC Mainframe Security Notification screen leads to the Logon screen
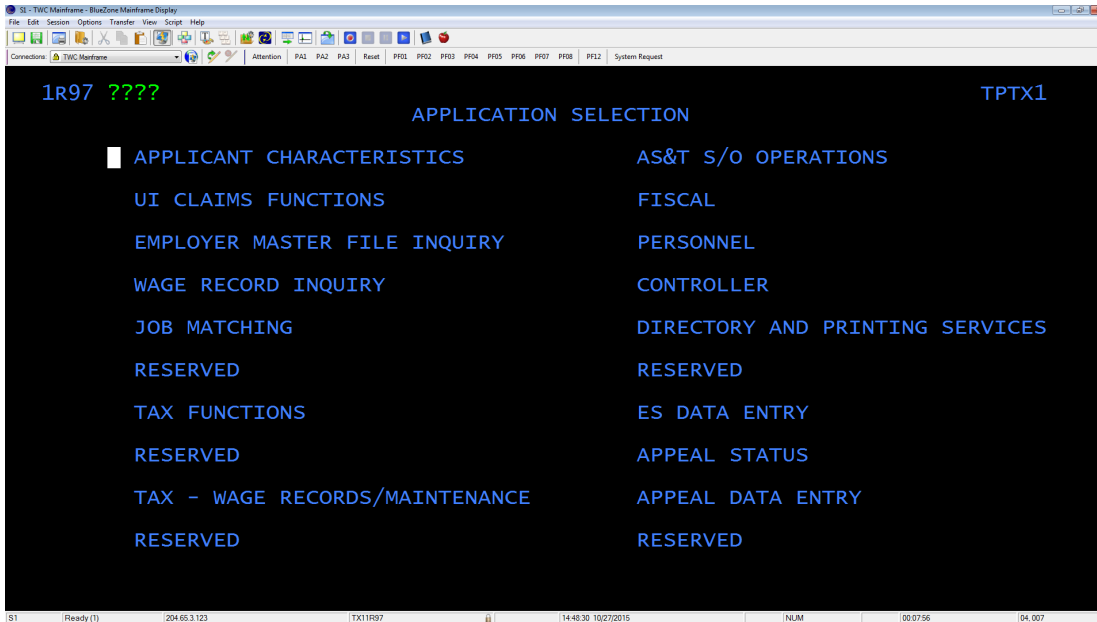

Step 2: Enter User ID and Password in the TWC Mainframe Logon Screen to access the Application Selection Screen
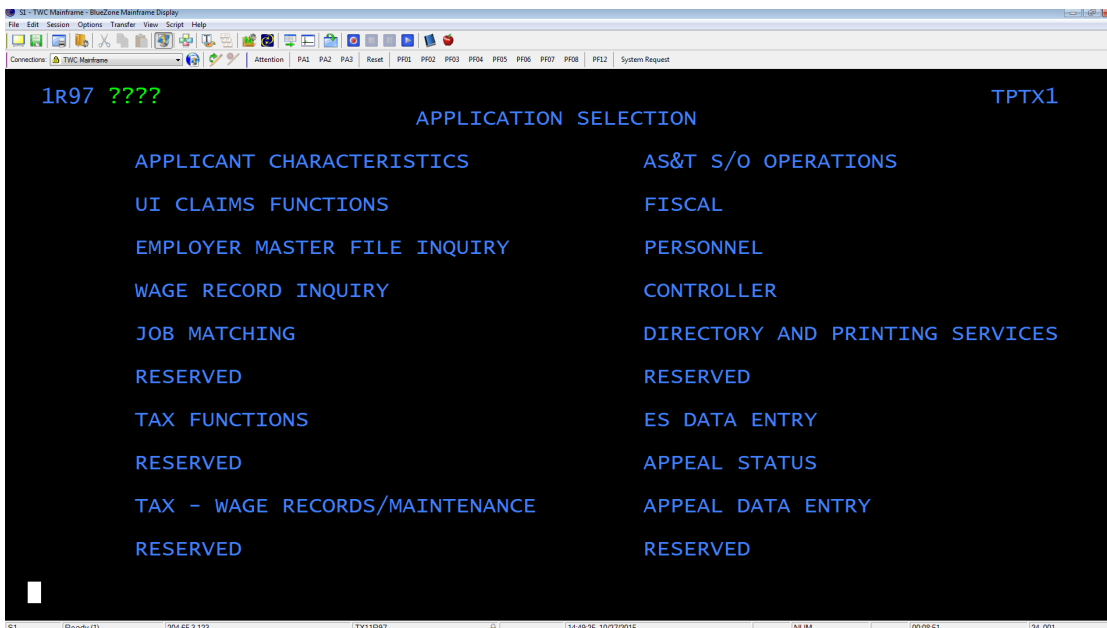
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Step 3: The APPLICATION SELECTION screen will be the first screen after your logon.

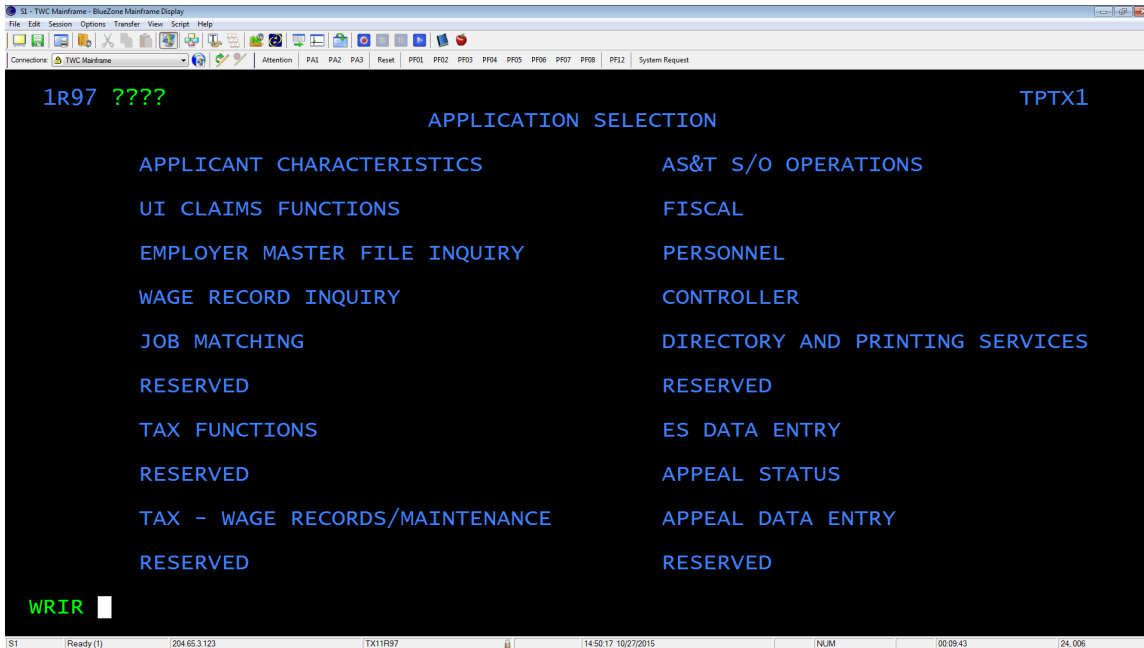**Step 4:** Hold the Shift down and hit TAB. This backs up your cursor to the bottom left corner of the screen as shown in step 5.

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Step 5: Type WRIR at the bottom left cursor point as seen.

Step 6.: Enter SSN, Display PII: Y, and Display SSN: N to generate the wage record.

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