PROJECT: **E-Verify Self Check Wireframes**

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|---|---|
| PROJECT: **E-Verify Self Check Wireframes** | |
| ORIGINAL DATE: **June 9, 2010** | ITERATION: **18.0** |
| REVISION DATE: December 7, 2010 | PAGE: **1** of **45** |

U.S. Citizenship
and Immigration
Services

# E-Verify Self Check Wireframes

**LEGEND**

🔴**1** = Functions are called out with this red circle & a number inside.

🟩**A** = Content is called out with this green square & a letter inside.

⬡**1** = Field data are called out with this blue hexagon & a number inside.

✳ = ESDO Project Team updates to iteration 12.0 (Sept. 7, 2010) noted on all wireframes

**U.S. Citizenship and Immigration Services**

## CONTENT NOTES:

**A** :: Page title

**B** :: E-Verify Self Check identifying graphic

**C** :: Main content. These paragraphs will explain Self Check at a high level

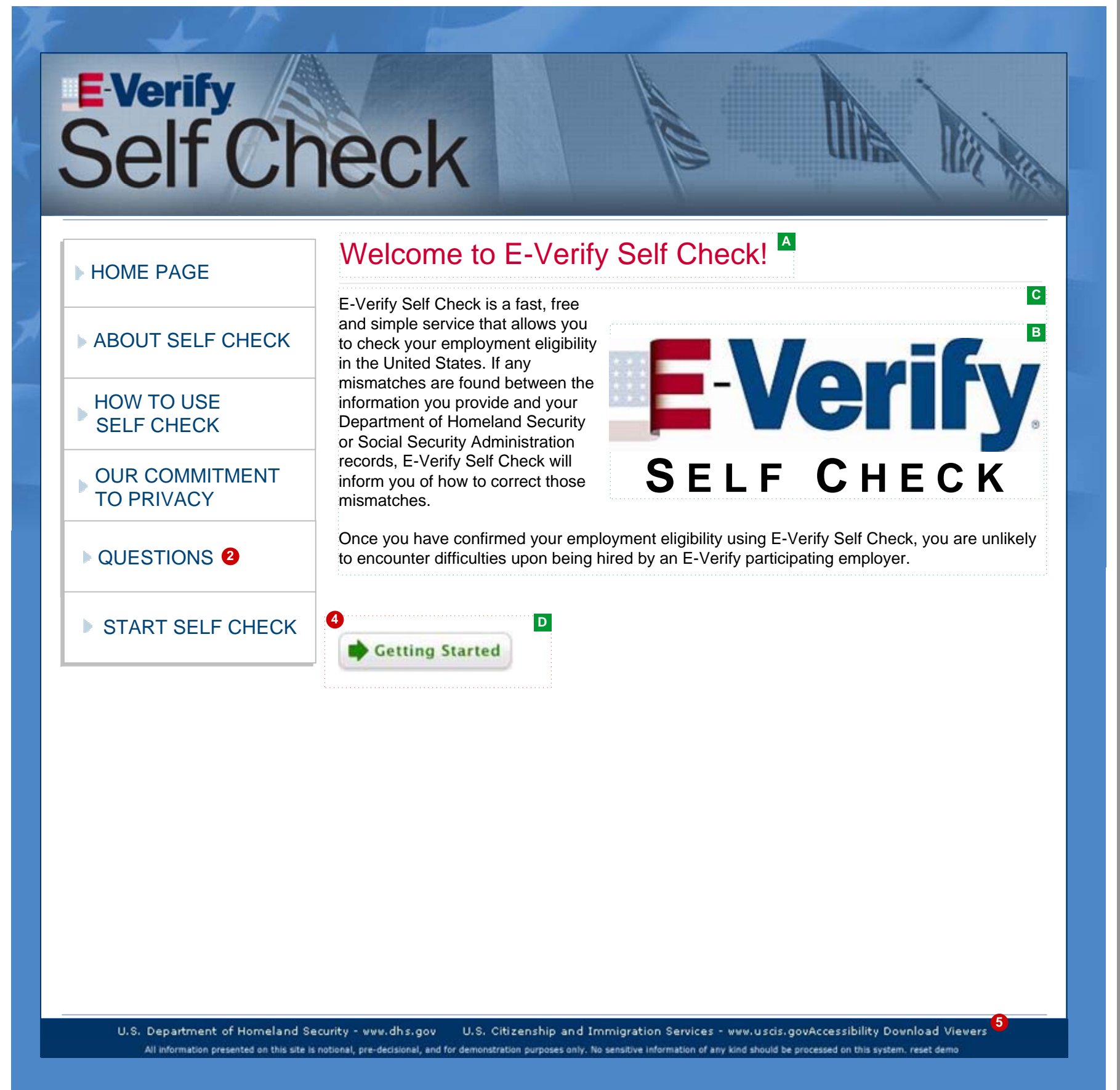**D** :: Button to begin the Self Check process at the "How to Use Self Page"

## FUNCTION NOTES:

**2** :: Added two (2) global navigation links; Our Commitment to Privacy will take user to screen *9.16: Our Commitment to Privacy;*

**4** :: Clicking this button will take the user to the "How to Use Self Check" page

**5** :: Persistent footer added to all Self Check branded pages and USCIS branded pages

## FIELD DATA NOTES:

### GENERAL NOTES & *ESDO PROJECT TEAM UPDATES:

:: The left-side (global) navigation links will appear throughout the entire site

:: Global navigation links will open in the same (active) window when the user is not in a session

:: Global navigation links will open in a new window/tab when a user is in a session

* :: Added USCIS E-Verify Self Check Proposed Website Content

* :: Deleted previous Function Note 2, "To learn more about E-Verify please visit www.uscis.gov" based on USCIS updated content.

* :: Changed button text to "Getting Started" and link; will take use to screen *1.3: "How to Use Self Check"*

* :: Added Function Notes 2, 3 and 5

* :: Note for ALL wireframes: Updated content to be received from USCIS 10.22 and added to wireframes

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### E-Verify Self Check

- ▶ HOME PAGE
- ▶ ABOUT SELF CHECK
- ▶ HOW TO USE SELF CHECK
- ▶ OUR COMMITMENT TO PRIVACY
- ▶ QUESTIONS **2**
- ▶ START SELF CHECK

## Welcome to E-Verify Self Check! **A**

E-Verify Self Check is a fast, free and simple service that allows you to check your employment eligibility in the United States. If any mismatches are found between the information you provide and your Department of Homeland Security or Social Security Administration records, E-Verify Self Check will inform you of how to correct those mismatches. **C** **B**

Once you have confirmed your employment eligibility using E-Verify Self Check, you are unlikely to encounter difficulties upon being hired by an E-Verify participating employer.

**E-Verify SELF CHECK**

**4** [ Getting Started ] **D**

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## CONTENT NOTES:

**A** :: Page title

**B** :: Main content. These paragraphs will provide Self Check context

**C** :: Button to begin the Self Check process
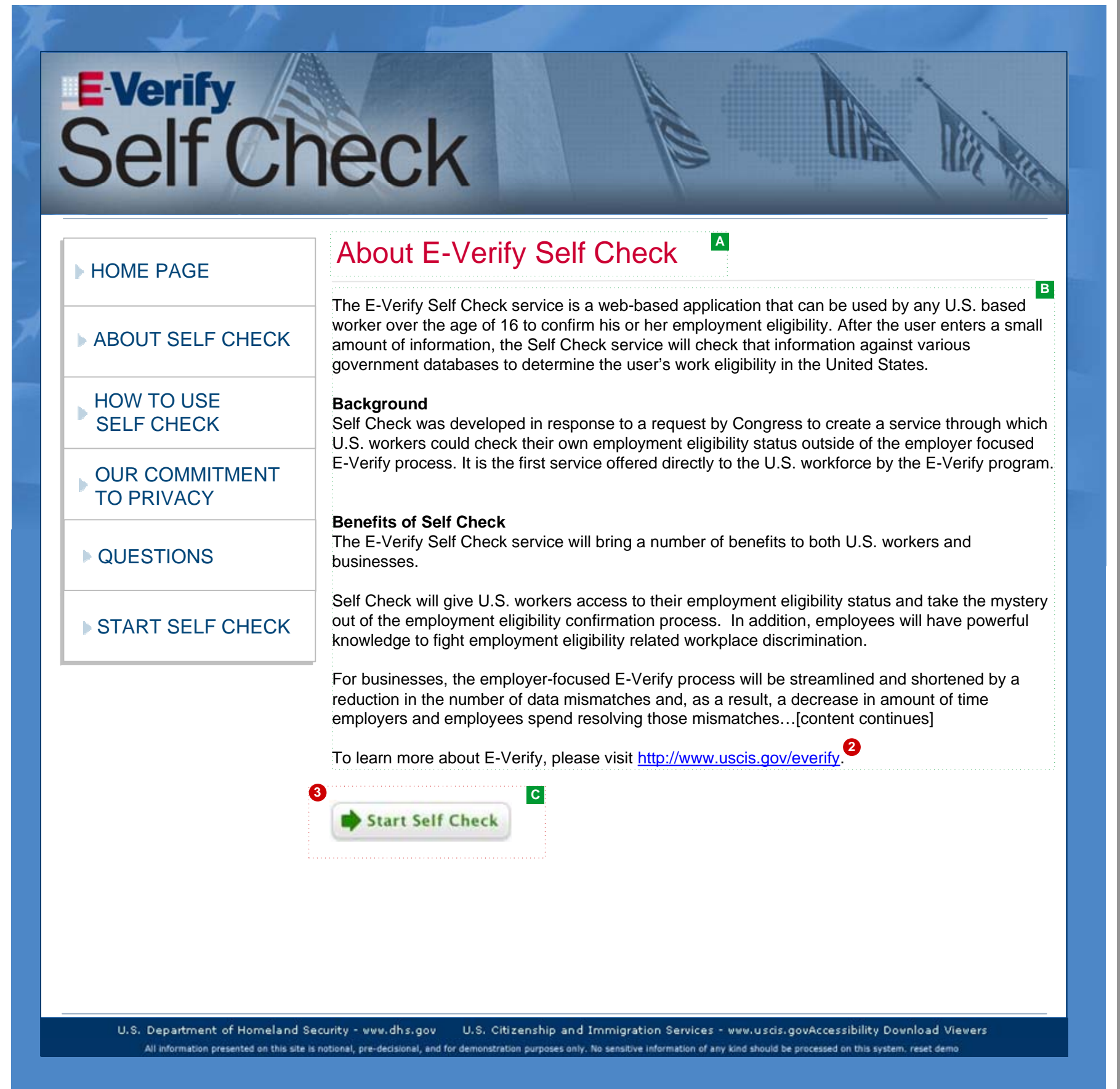
## FUNCTION NOTES:

**2** :: Inline text links will be used to route users to other Self Check or USCIS web pages

**3** :: Clicking this button will take the user to screen *2.1: Self Check Terms of Use*

## FIELD DATA NOTES:

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES

***** :: Added USCIS E-Verify Self Check Proposed Website Content

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E-Verify
Self Check

HOME PAGE

ABOUT SELF CHECK

HOW TO USE
SELF CHECK

OUR COMMITMENT
TO PRIVACY

QUESTIONS

START SELF CHECK

### About E-Verify Self Check  **A**

**B**

The E-Verify Self Check service is a web-based application that can be used by any U.S. based worker over the age of 16 to confirm his or her employment eligibility. After the user enters a small amount of information, the Self Check service will check that information against various government databases to determine the user's work eligibility in the United States.

**Background**
Self Check was developed in response to a request by Congress to create a service through which U.S. workers could check their own employment eligibility status outside of the employer focused E-Verify process. It is the first service offered directly to the U.S. workforce by the E-Verify program.

**Benefits of Self Check**
The E-Verify Self Check service will bring a number of benefits to both U.S. workers and businesses.

Self Check will give U.S. workers access to their employment eligibility status and take the mystery out of the employment eligibility confirmation process.  In addition, employees will have powerful knowledge to fight employment eligibility related workplace discrimination.

For businesses, the employer-focused E-Verify process will be streamlined and shortened by a reduction in the number of data mismatches and, as a result, a decrease in amount of time employers and employees spend resolving those mismatches…[content continues]

To learn more about E-Verify, please visit http://www.uscis.gov/everify. **2**

**3**    ➡ Start Self Check  **C**

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## CONTENT NOTES:

**A** :: Page title

**B** :: Introductory text

**C** :: Graphic to visually depict the Self Check process

**D** :: Main content. These paragraphs will explain how to use Self Check
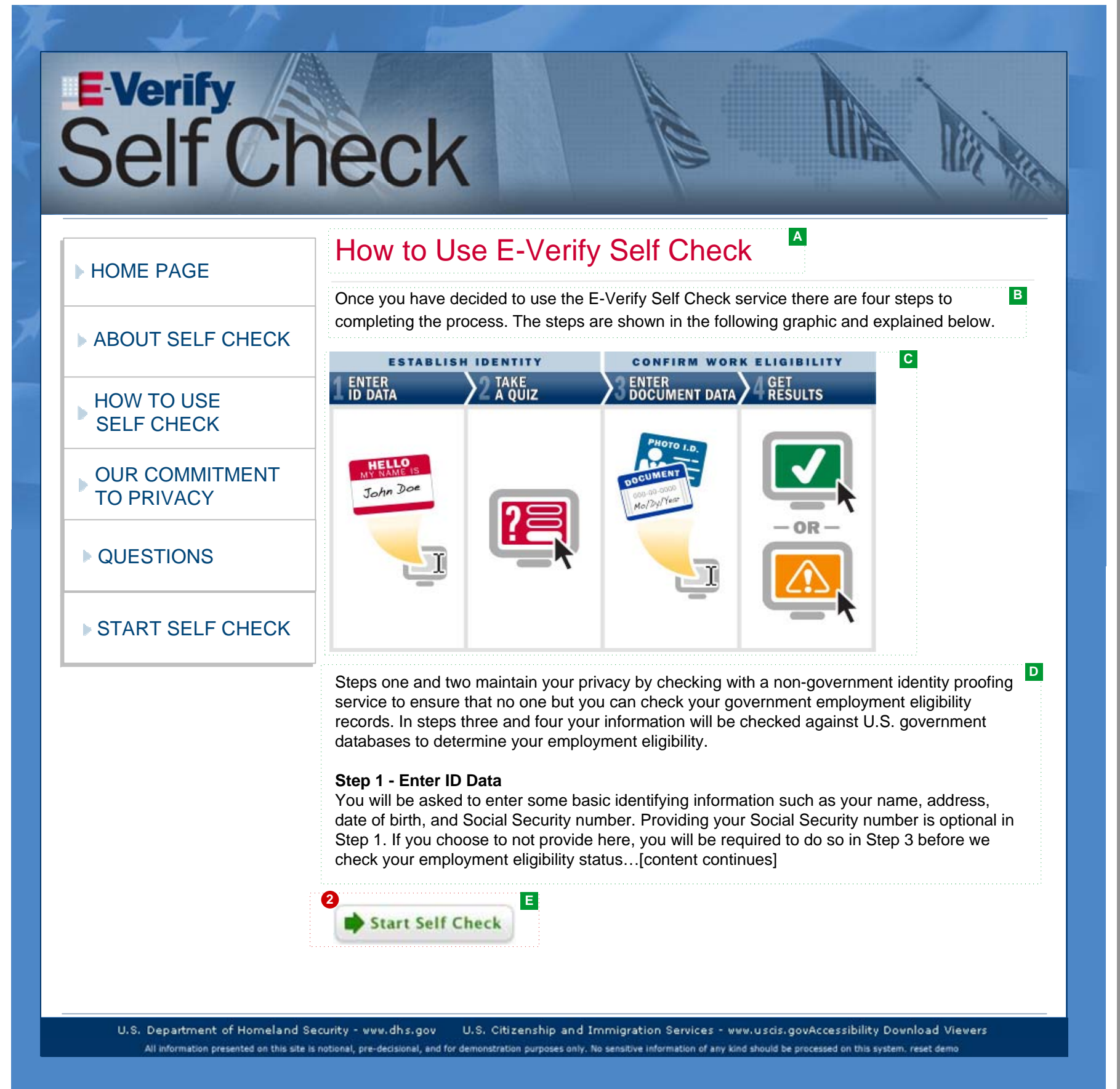
**E** :: Button to begin the Self Check process

## FUNCTION NOTES:

**2** :: Clicking this button will take the user to the Self Check Terms of Use

## FIELD DATA NOTES:

## GENERAL NOTES AND *ESDO PROJECT TEAM UPDATES

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content

**\*** :: Added Function Note 2 above; inline text link to wireframe 9.16 "Our Commitment to Privacy"

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E-Verify
**Self Check**

HOME PAGE

ABOUT SELF CHECK

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SELF CHECK

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QUESTIONS

START SELF CHECK

### How to Use E-Verify Self Check  [A]

Once you have decided to use the E-Verify Self Check service there are four steps to completing the process. The steps are shown in the following graphic and explained below.  [B]

[C]

ESTABLISH IDENTITY | CONFIRM WORK ELIGIBILITY

1 ENTER ID DATA  2 TAKE A QUIZ  3 ENTER DOCUMENT DATA  4 GET RESULTS

HELLO MY NAME IS John Doe

PHOTO I.D. DOCUMENT 000-00-0000 Mo/Dy/Year

— OR —

[D]

Steps one and two maintain your privacy by checking with a non-government identity proofing service to ensure that no one but you can check your government employment eligibility records. In steps three and four your information will be checked against U.S. government databases to determine your employment eligibility.

**Step 1 - Enter ID Data**
You will be asked to enter some basic identifying information such as your name, address, date of birth, and Social Security number. Providing your Social Security number is optional in Step 1. If you choose to not provide here, you will be required to do so in Step 3 before we check your employment eligibility status…[content continues]

**2**  [E]

Start Self Check

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**CONTENT NOTES:**

A :: Page title

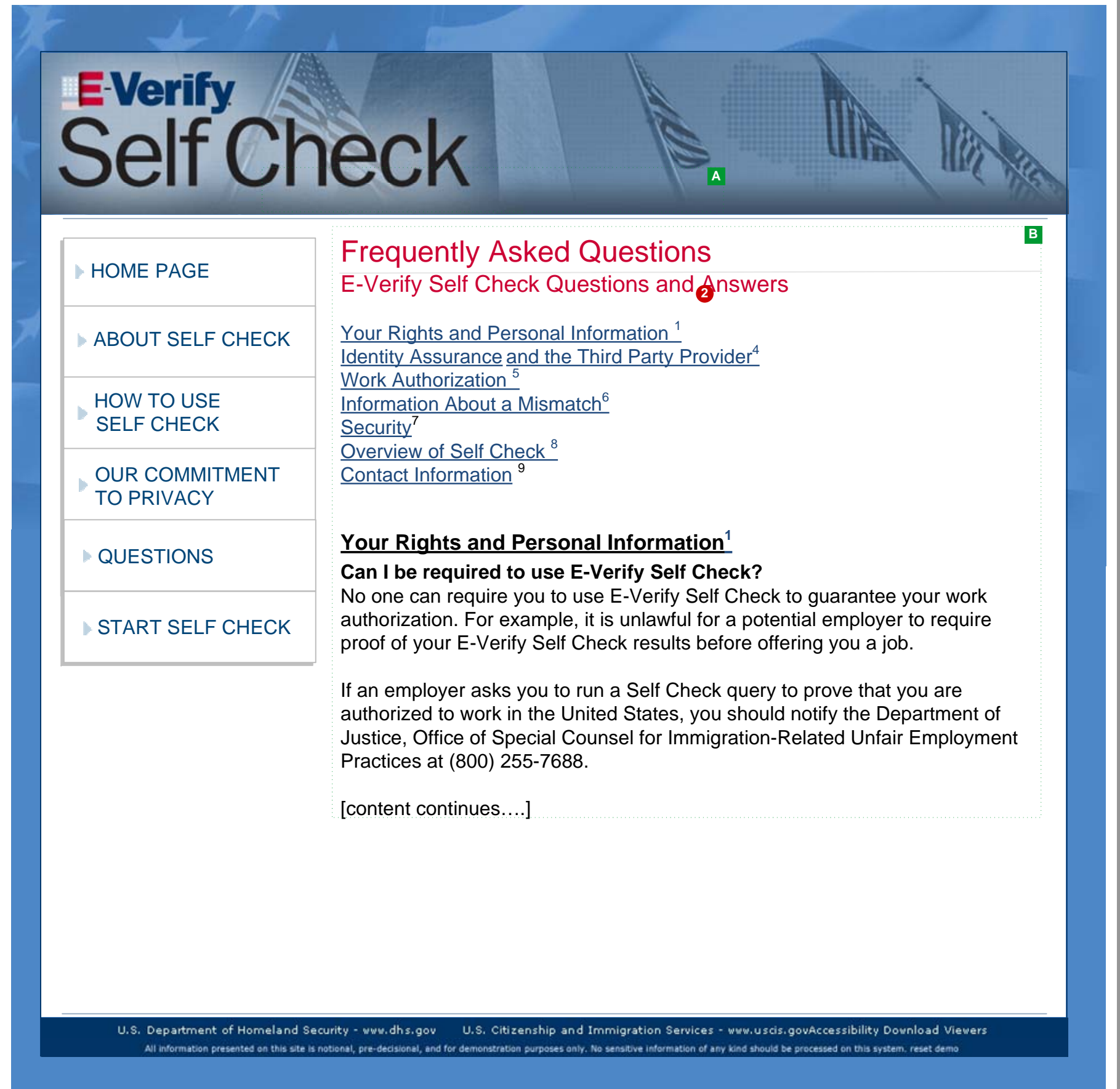B :: Main content. These paragraphs will answer common questions about Self Check

**FUNCTION NOTES:**

2 :: Inline text links will be used to allow users to jump down the FAQ page to appropriate section

**FIELD DATA NOTES:**

GENERAL NOTES & *ESDO PROJECT TEAM UPDATES

*   :: Added USCIS E-Verify Self Check Proposed Website Content and inline links at top of page

---

**E-Verify**
**Self Check**

A

B

## Frequently Asked Questions
**E-Verify Self Check Questions and Answers** ②

- HOME PAGE

- ABOUT SELF CHECK

- HOW TO USE SELF CHECK

- OUR COMMITMENT TO PRIVACY

- QUESTIONS

- START SELF CHECK

Your Rights and Personal Information [1]
Identity Assurance and the Third Party Provider[4]
Work Authorization [5]
Information About a Mismatch[6]
Security[7]
Overview of Self Check [8]
Contact Information [9]

**Your Rights and Personal Information**[1]
**Can I be required to use E-Verify Self Check?**
No one can require you to use E-Verify Self Check to guarantee your work authorization. For example, it is unlawful for a potential employer to require proof of your E-Verify Self Check results before offering you a job.

If an employer asks you to run a Self Check query to prove that you are authorized to work in the United States, you should notify the Department of Justice, Office of Special Counsel for Immigration-Related Unfair Employment Practices at (800) 255-7688.

[content continues….]

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## CONTENT NOTES:

**A** :: Page title

**B** :: Main content. These paragraphs will answer common questions about Self Check
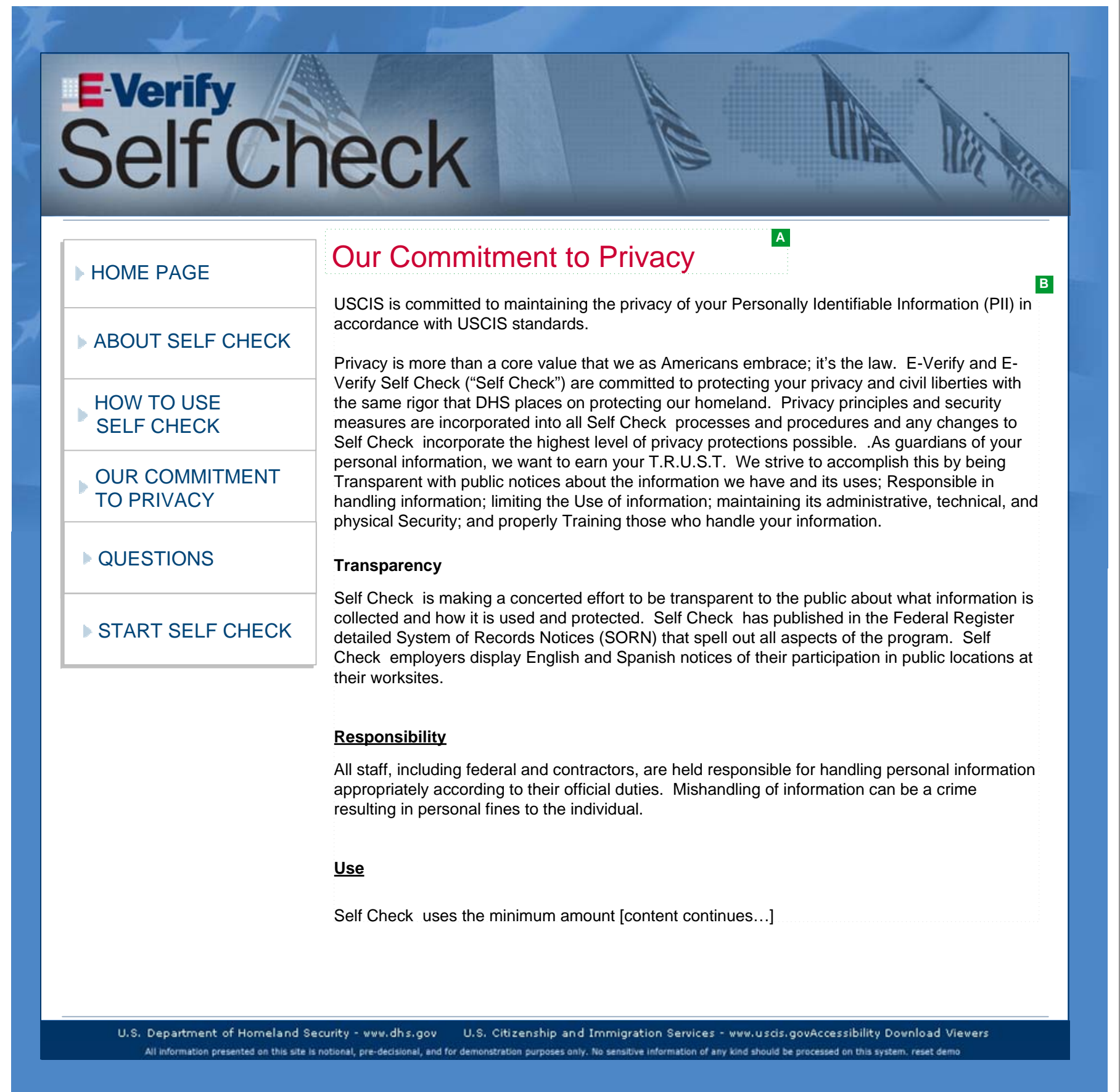
## FUNCTION NOTES:

**1** :: "Breadcrumb" navigation aid managed by the USCIS web portal

## FIELD DATA NOTES:

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content

**\*** :: Added Content Note D above

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**E-Verify**

# Self Check

HOME PAGE

ABOUT SELF CHECK

HOW TO USE
SELF CHECK

OUR COMMITMENT
TO PRIVACY

QUESTIONS

START SELF CHECK

## Our Commitment to Privacy   [A]

[B]

USCIS is committed to maintaining the privacy of your Personally Identifiable Information (PII) in accordance with USCIS standards.

Privacy is more than a core value that we as Americans embrace; it's the law.  E-Verify and E-Verify Self Check ("Self Check") are committed to protecting your privacy and civil liberties with the same rigor that DHS places on protecting our homeland.  Privacy principles and security measures are incorporated into all Self Check  processes and procedures and any changes to Self Check  incorporate the highest level of privacy protections possible.  .As guardians of your personal information, we want to earn your T.R.U.S.T.  We strive to accomplish this by being Transparent with public notices about the information we have and its uses; Responsible in handling information; limiting the Use of information; maintaining its administrative, technical, and physical Security; and properly Training those who handle your information.

**Transparency**

Self Check  is making a concerted effort to be transparent to the public about what information is collected and how it is used and protected.  Self Check  has published in the Federal Register detailed System of Records Notices (SORN) that spell out all aspects of the program.  Self Check  employers display English and Spanish notices of their participation in public locations at their worksites.

**Responsibility**

All staff, including federal and contractors, are held responsible for handling personal information appropriately according to their official duties.  Mishandling of information can be a crime resulting in personal fines to the individual.

**Use**

Self Check  uses the minimum amount [content continues…]

Self Check Wireframes :: **2.1** :: **Terms of Use**

PROJECT: **E-Verify Self Check Wireframes**
ORIGINAL DATE: **June 9, 2010**      ITERATION: **20.0**
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**U.S. Citizenship and Immigration Services**

## CONTENT NOTES:

**A** :: Page title

**B** :: Plain language text describing the privacy and legal disclaimers

**C** :: Terms of Use text

**D** :: Privacy Statement text

**E** :: Statement of acceptance

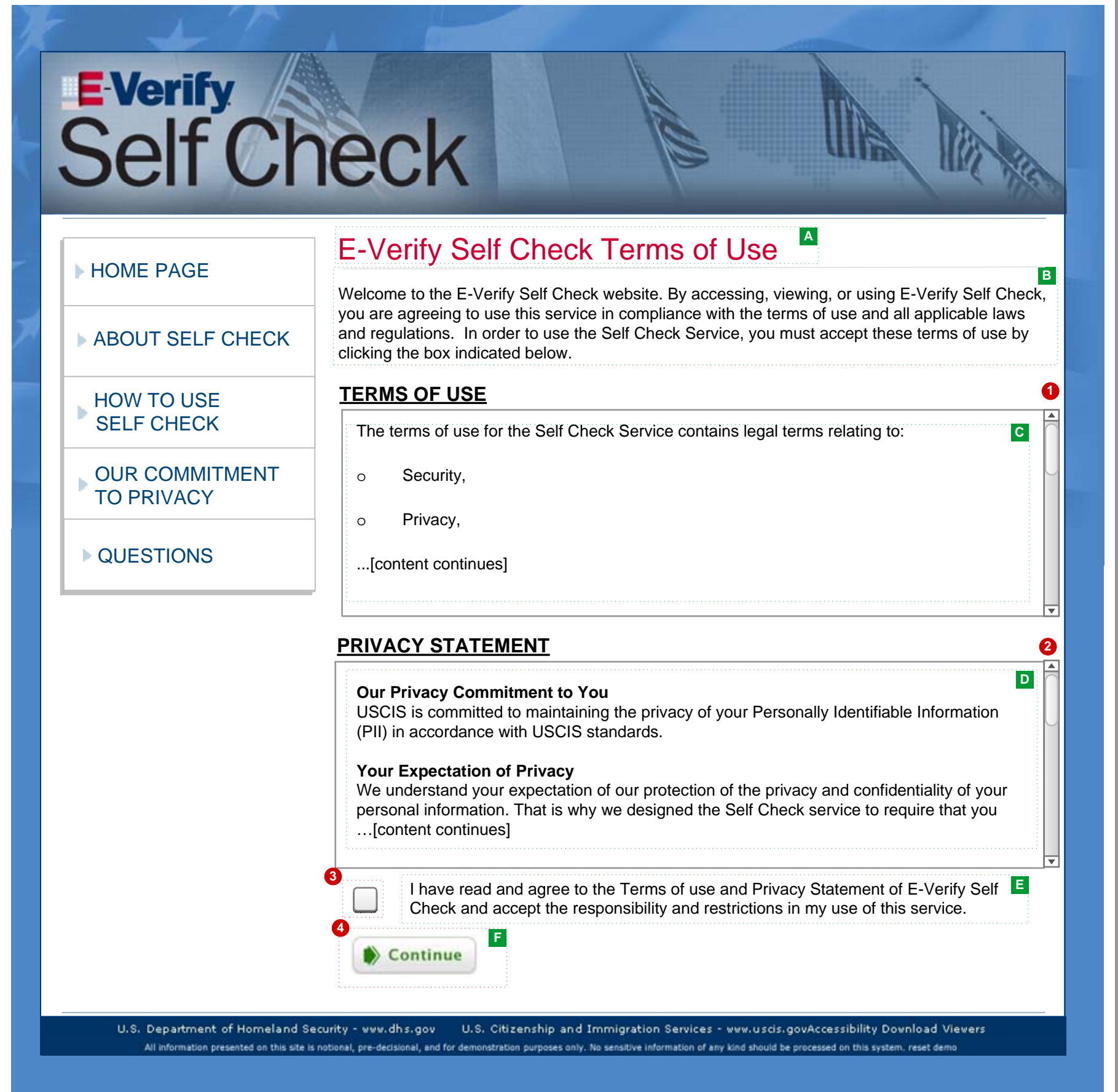**F** :: Button to continue the Self Check process

## FUNCTION NOTES:

**1** :: Scroll window for the Terms of Use text

**2** :: Scroll window for the Privacy Statement text

**3** :: Checkbox. User must activate this checkbox to acknowledge that he/she has read/understands the disclaimers

**4** :: The *CONTINUE* button stays grayed out (and unclickable) until the user activates the checkbox above. Clicking on the *CONTINUE* button will take the user to 3.1 : Enter Your ID Information

## FIELD DATA NOTES:

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES

:: The "E-Verify Self Check branding" begins on this page. The visual contents of the persistent header will consist of existing E-Verify artifacts with any modifications necessary to suit Self Check. The exact visuals are to be determined

:: The use of the left navigation links on all screens after this one will open a new window or tab, thus not navigating away from a Self Check application page

\* :: Added USCIS draft content; note the following questions regarding E-Verify Self Check Proposed Website Content:

    1. Reference to Appendix A (p. 14) in Terms of Use; should this be an inline text link?

    2. Need to include link to DHS Privacy Office (p. 17)

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**E-Verify Self Check**

HOME PAGE

ABOUT SELF CHECK

HOW TO USE SELF CHECK

OUR COMMITMENT TO PRIVACY

QUESTIONS

**A** — E-Verify Self Check Terms of Use

**B** — Welcome to the E-Verify Self Check website. By accessing, viewing, or using E-Verify Self Check, you are agreeing to use this service in compliance with the terms of use and all applicable laws and regulations. In order to use the Self Check Service, you must accept these terms of use by clicking the box indicated below.

**TERMS OF USE**

**1** / **C** — The terms of use for the Self Check Service contains legal terms relating to:

o    Security,

o    Privacy,

...[content continues]

**PRIVACY STATEMENT**

**2** / **D** —
**Our Privacy Commitment to You**
USCIS is committed to maintaining the privacy of your Personally Identifiable Information (PII) in accordance with USCIS standards.

**Your Expectation of Privacy**
We understand your expectation of our protection of the privacy and confidentiality of your personal information. That is why we designed the Self Check service to require that you …[content continues]

**3** — ☐   **E** — I have read and agree to the Terms of use and Privacy Statement of E-Verify Self Check and accept the responsibility and restrictions in my use of this service.

**4** — **F** — ▶ Continue

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**CONTENT NOTES:**

A :: Page title

B :: Message explaining that the system is unavailable

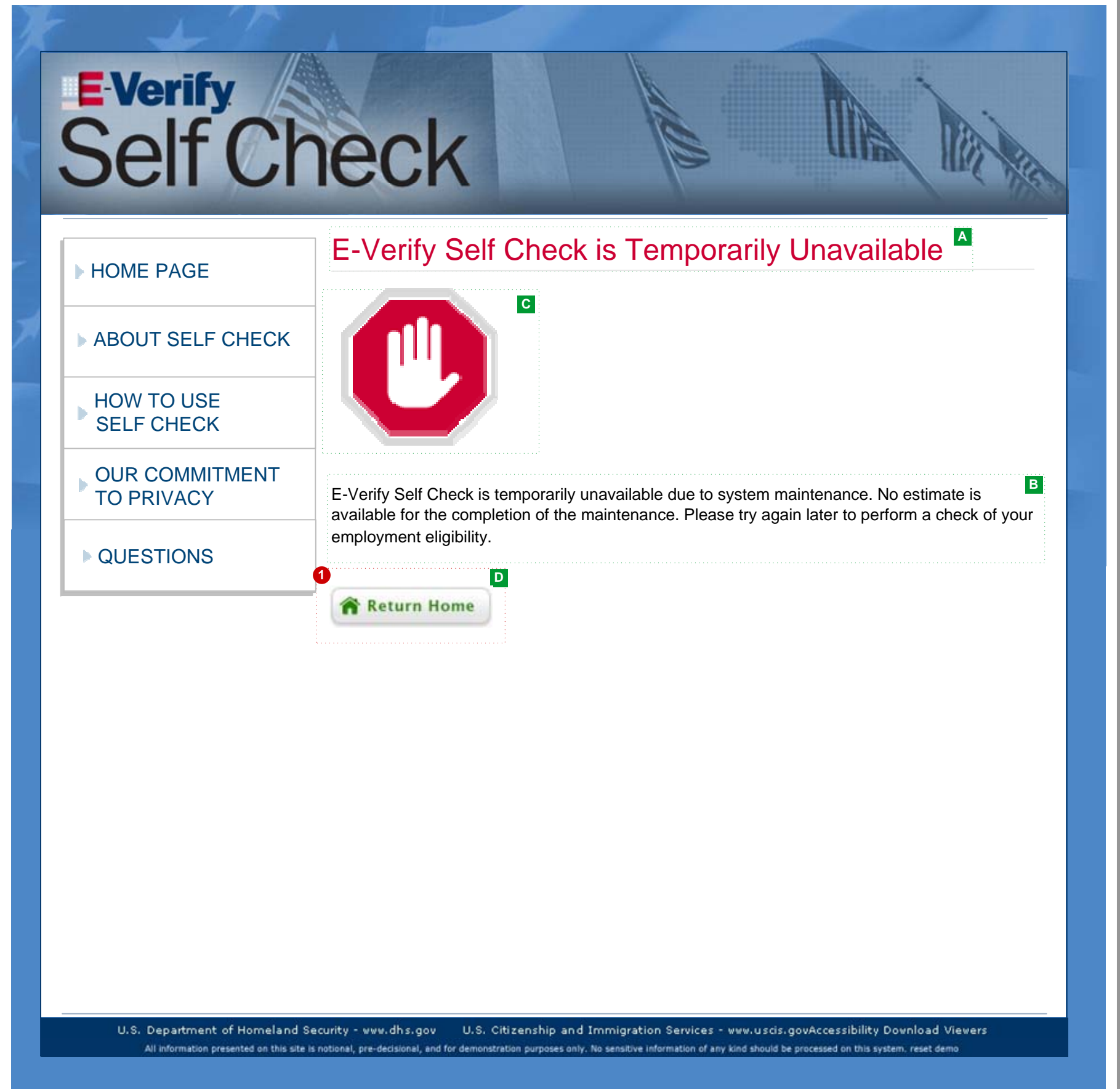C :: Stop Sign graphic

D :: Button to return user to homepage

**FUNCTION NOTES:**

1 :: Clicking this button will take the User to the Self Check homepage

**FIELD DATA NOTES:**

**GENERAL NOTES & *ESDO PROJECT TEAM UPDATES**

* :: Added USCIS E-Verify Self Check Proposed Website Content

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E-Verify
Self Check

HOME PAGE

ABOUT SELF CHECK

HOW TO USE
SELF CHECK

OUR COMMITMENT
TO PRIVACY

QUESTIONS

**E-Verify Self Check is Temporarily Unavailable** A

C

E-Verify Self Check is temporarily unavailable due to system maintenance. No estimate is available for the completion of the maintenance. Please try again later to perform a check of your employment eligibility. B

1   D

Return Home

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Self Check Wireframes :: **3.1** :: **Enter Your ID Information**

PROJECT: **E-Verify Self Check Wireframes**
ORIGINAL DATE: **June 9, 2010**    ITERATION: **20.0**
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## CONTENT NOTES:

**A** :: Multi-step process graphic. This graphic will show that there are four steps in the Self Check process and will highlight the step in which the user is currently engaged

**B** :: Page title

**C** :: Explanation of why this information is needed and what will be done with it

**D** :: Instructions for completing the form below

**E** :: Security and privacy reminder for user

**F** :: Button to submit the information and continue the Self Check process
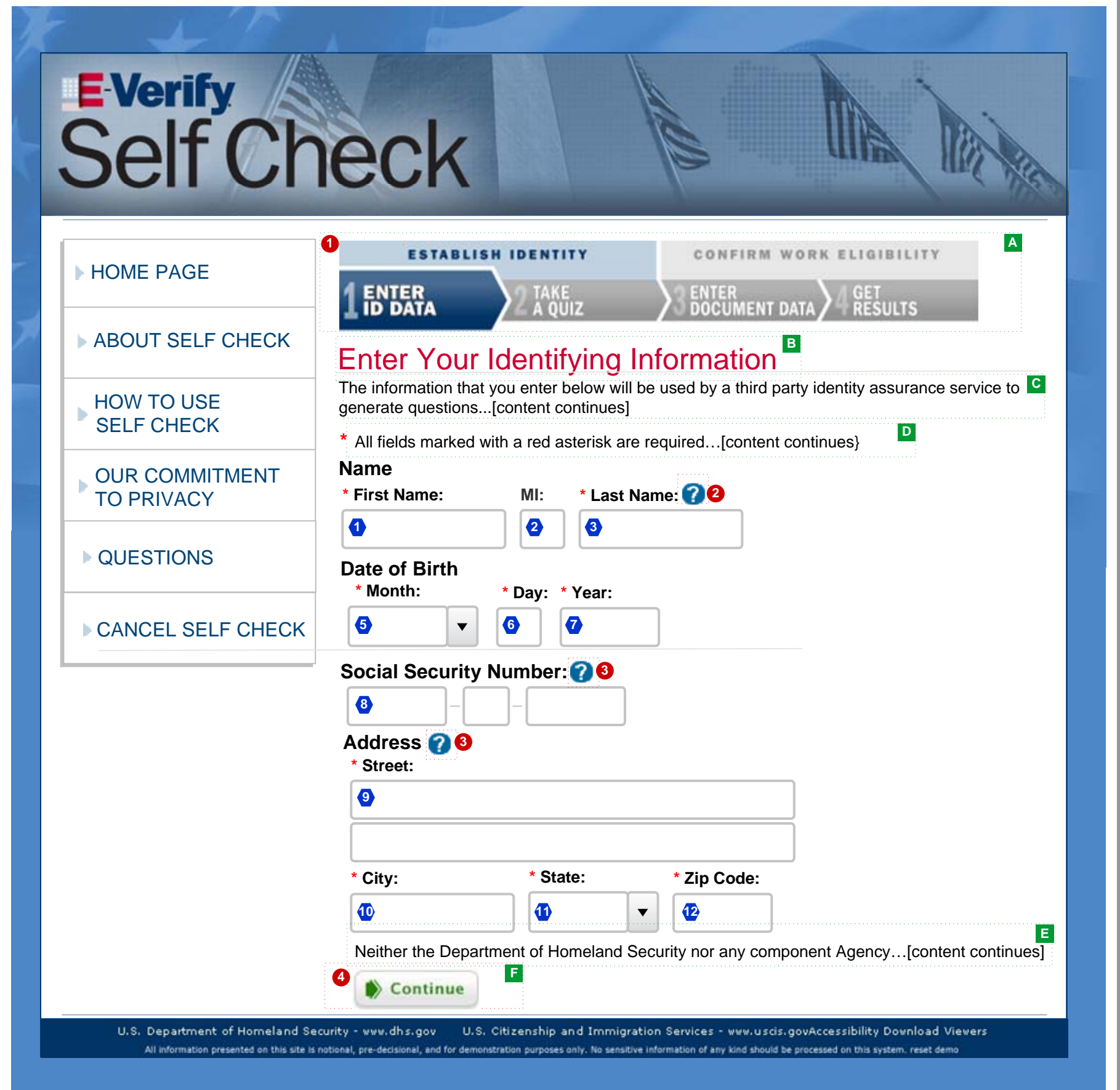
## FUNCTION NOTES:

**1** :: Step one of the four-step process graphic is highlighted

**2** :: Helper text on how to complete the Last Name field will appear in a new screen

**3** :: Helper text on how to complete the Address fields will appear in a new screen

**4** :: The *CONTINUE* button only becomes active when all of the required fields have been filled out and the field level verification has passed. Clicking on the *CONTINUE* button will take the user to either *3.2 : Correct Your ID Information* (in the event of failed server-side validation) or to *4.1 : Review & Confirm Info*

## FIELD DATA NOTES:

**1-8** :: All Name, Date of Birth, and SSN fields must comply with both VIS and Identity Assurance Provider (IAP) validation rules

**9-12** :: All Address fields must comply with IAP validation rules

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES:

:: Field level verification will be implemented in text boxes wherever possible

:: Server-side validation will be used only when validation is not possible on the input form

* :: Added USCIS E-Verify Self Check Proposed Website Content

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# E-Verify
# Self Check

- ▶ HOME PAGE
- ▶ ABOUT SELF CHECK
- ▶ HOW TO USE SELF CHECK
- ▶ OUR COMMITMENT TO PRIVACY
- ▶ QUESTIONS
- ▶ CANCEL SELF CHECK

**ESTABLISH IDENTITY** — **CONFIRM WORK ELIGIBILITY**

**1** ENTER ID DATA    **2** TAKE A QUIZ    **3** ENTER DOCUMENT DATA    **4** GET RESULTS

## Enter Your Identifying Information

The information that you enter below will be used by a third party identity assurance service to generate questions...[content continues]

* All fields marked with a red asterisk are required…[content continues}

**Name**

* First Name:    MI:    * Last Name: ❓ ❷

**Date of Birth**

* Month:    * Day:    * Year:

**Social Security Number:** ❓ ❸

**Address** ❓ ❸

* Street:

* City:    * State:    * Zip Code:

Neither the Department of Homeland Security nor any component Agency…[content continues]

❹ ▶ Continue

U.S. Citizenship and Immigration Services

Self Check Wireframes :: **3.2** :: Correct Your ID Information

PROJECT: **E-Verify Self Check Wireframes**
ORIGINAL DATE: **June 9, 2010**     ITERATION: **20.0**
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## CONTENT NOTES:

**A** :: Multi-step process graphic. This graphic will show that there are four steps in the Self Check process and will highlight the step in which the user is currently engaged

**B** :: Page title

**C** :: Notice that errors were found in the information entered. Explanation of why this information is needed and what will be done with it

**D** :: Instructions for completing the form below

**F** :: Security and privacy reminder for user

**G** :: Button to submit the information and continue the Self Check process
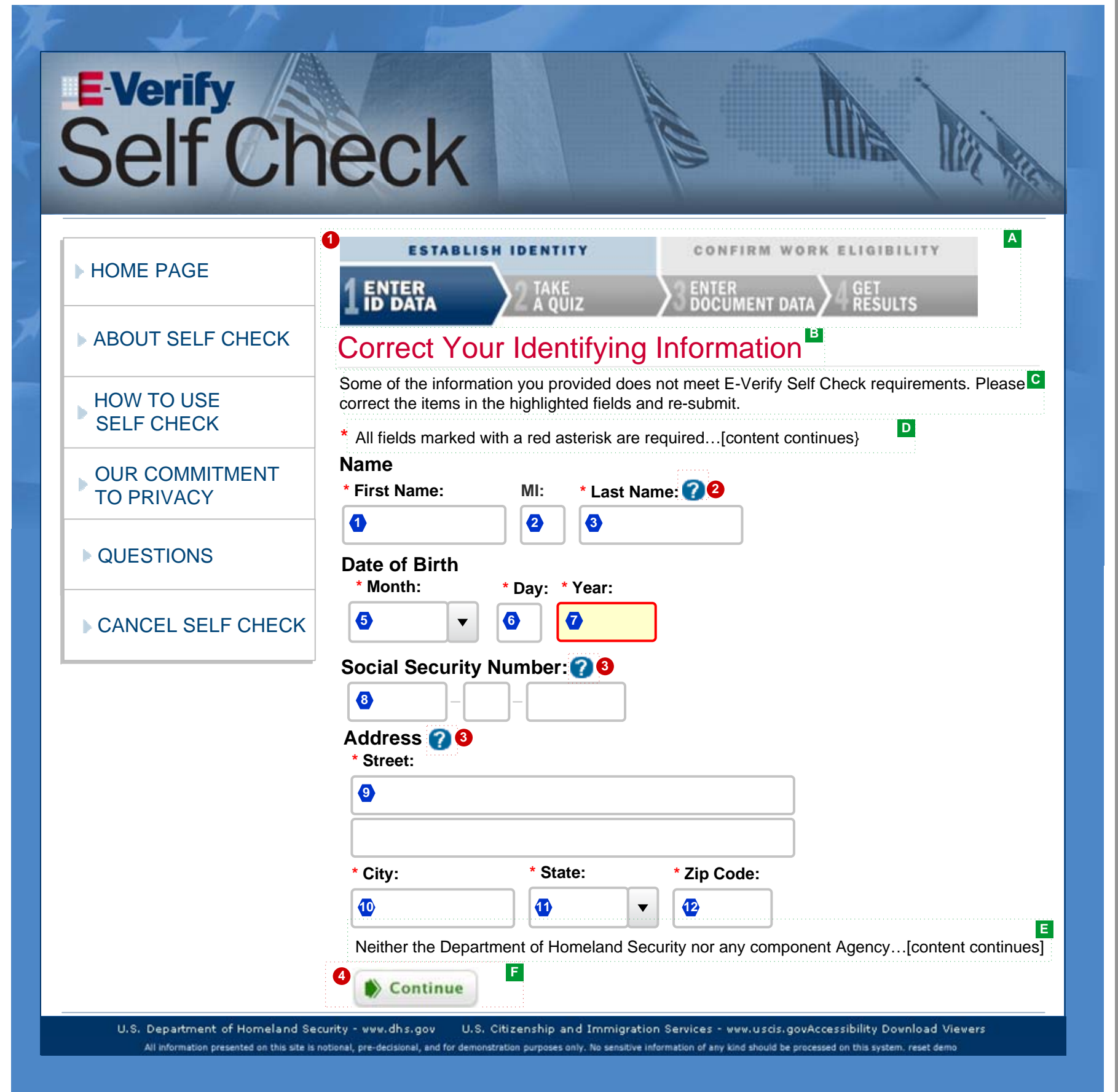
## FUNCTION NOTES:

**1** :: Step one of the four-step process graphic is highlighted

**2** :: Helper text on how to complete the Last Name field will appear in a new screen

**3** :: Helper text on how to complete the Address fields will appear in a new screen

**4** :: The *CONTINUE* button only becomes active when all of the required fields have been filled out and the field level verification has passed. Clicking on the *CONTINUE* button will take the user to either *3.2 : Correct Your ID Information* (in the event of failed server-side validation) or to *4.1 : Review & Confirm Info*

## FIELD DATA NOTES:

**1-8** :: All Name, Date of Birth, and SSN fields must comply with both VIS and Identity Assurance Provider (IAP) validation rules

**9-12** :: All Address fields must comply with IAP validation rules

**1–12** :: All fields are pre-populated with the data the user entered on page 3.1

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES

:: This page is required only if server-side validation is necessary after screen *3.1 : Enter Your ID Information*

:: Field level verification will be implemented in text boxes wherever possible

:: Server-side validation will be used only when validation is not possible on the input form

* :: Added USCIS E-Verify Self Check Proposed Website Content

* :: Content for alert box E needed

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E-Verify Self Check

**ESTABLISH IDENTITY**       **CONFIRM WORK ELIGIBILITY**

1 ENTER ID DATA   2 TAKE A QUIZ   3 ENTER DOCUMENT DATA   4 GET RESULTS

- HOME PAGE
- ABOUT SELF CHECK
- HOW TO USE SELF CHECK
- OUR COMMITMENT TO PRIVACY
- QUESTIONS
- CANCEL SELF CHECK

### Correct Your Identifying Information

Some of the information you provided does not meet E-Verify Self Check requirements. Please correct the items in the highlighted fields and re-submit.

* All fields marked with a red asterisk are required…[content continues}

**Name**

* First Name:     MI:     * Last Name: ?

**Date of Birth**

* Month:     * Day:     * Year:

**Social Security Number:** ?

**Address** ?

* Street:

* City:     * State:     * Zip Code:

Neither the Department of Homeland Security nor any component Agency…[content continues]

▶ Continue

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Self Check Wireframes :: **4.1** :: **Review & Confirm Info**

PROJECT: **E-Verify Self Check Wireframes**
ORIGINAL DATE: **June 9, 2010**    ITERATION: **20.0**
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**CONTENT NOTES:**

**A** :: Multi-step process graphic. This graphic will show that there are four steps in the Self Check process and will highlight the step in which the user is currently engaged

**B** :: Page title

**C** :: Content that directs the user to closely review the information they have entered

**D** :: Dynamic text. Information that the user previously entered is presented for the user to review. Social Security Number is only present if entered on the previous page

**E** :: Button to edit the identifying information

**F** :: Main content. Explanation of the use of a third party IAP and of the choices to proceed or to cancel the Self Check process

**G** :: Statement of intent to proceed

**H** :: Button to continue the Self Check process

**J** :: Statement of intent to cancel

**FUNCTION NOTES:**

**1** :: Step one of the four-step process graphic is highlighted

**2** :: The *CONFIRM INFORMATION* button takes the user to wireframe 4.4 *: Proceed*

**3** :: The *EDIT INFORMATION* button returns the user to wireframe *3.1 : Enter Your ID Information* with information pre-populated
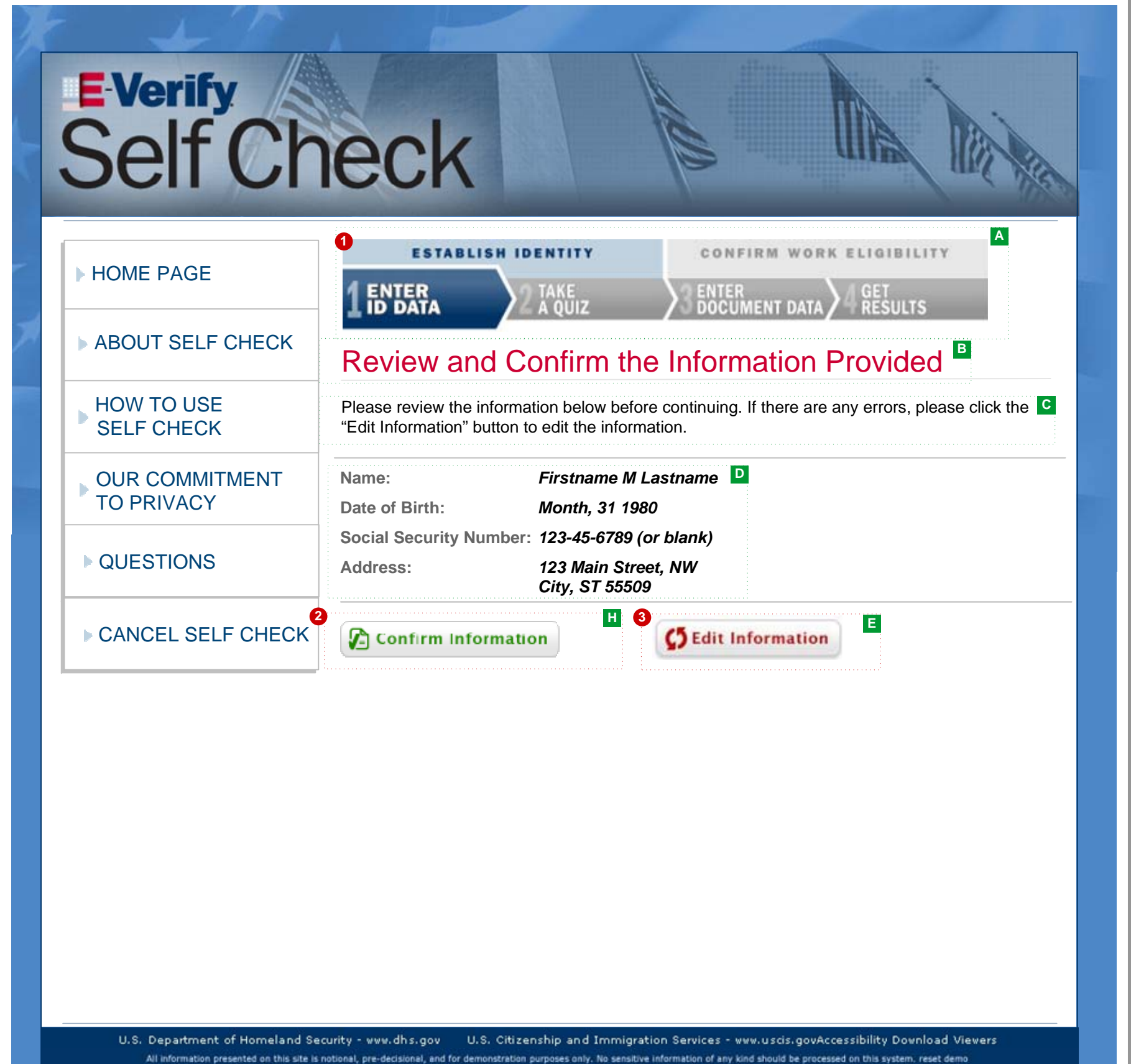
**FIELD DATA NOTES:**

**ESDO PROJECT TEAM NOTES/EDITS/QUESTIONS:**

:: The Social Security number will be blank or unmasked (if entered) so users can review and confirm it is correct

:: This page is presented to the user so that he/she can have a chance to review/confirm the information they have entered (after it passes the field level validation) before it is sent to the IAP

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content

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**E-Verify Self Check**

ESTABLISH IDENTITY    CONFIRM WORK ELIGIBILITY
1 ENTER ID DATA   2 TAKE A QUIZ   3 ENTER DOCUMENT DATA   4 GET RESULTS

HOME PAGE

ABOUT SELF CHECK

HOW TO USE SELF CHECK

OUR COMMITMENT TO PRIVACY

QUESTIONS

CANCEL SELF CHECK

## Review and Confirm the Information Provided

Please review the information below before continuing. If there are any errors, please click the "Edit Information" button to edit the information.

Name: **Firstname M Lastname**

Date of Birth: **Month, 31 1980**

Social Security Number: **123-45-6789 (or blank)**

Address: **123 Main Street, NW City, ST 55509**

[ Confirm Information ]    [ Edit Information ]

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**CONTENT NOTES:**

**A** :: Page title

**B** :: Message explaining that the user's information has been purged and that the user may restart the process from the beginning

**C** :: Stop Sign graphic
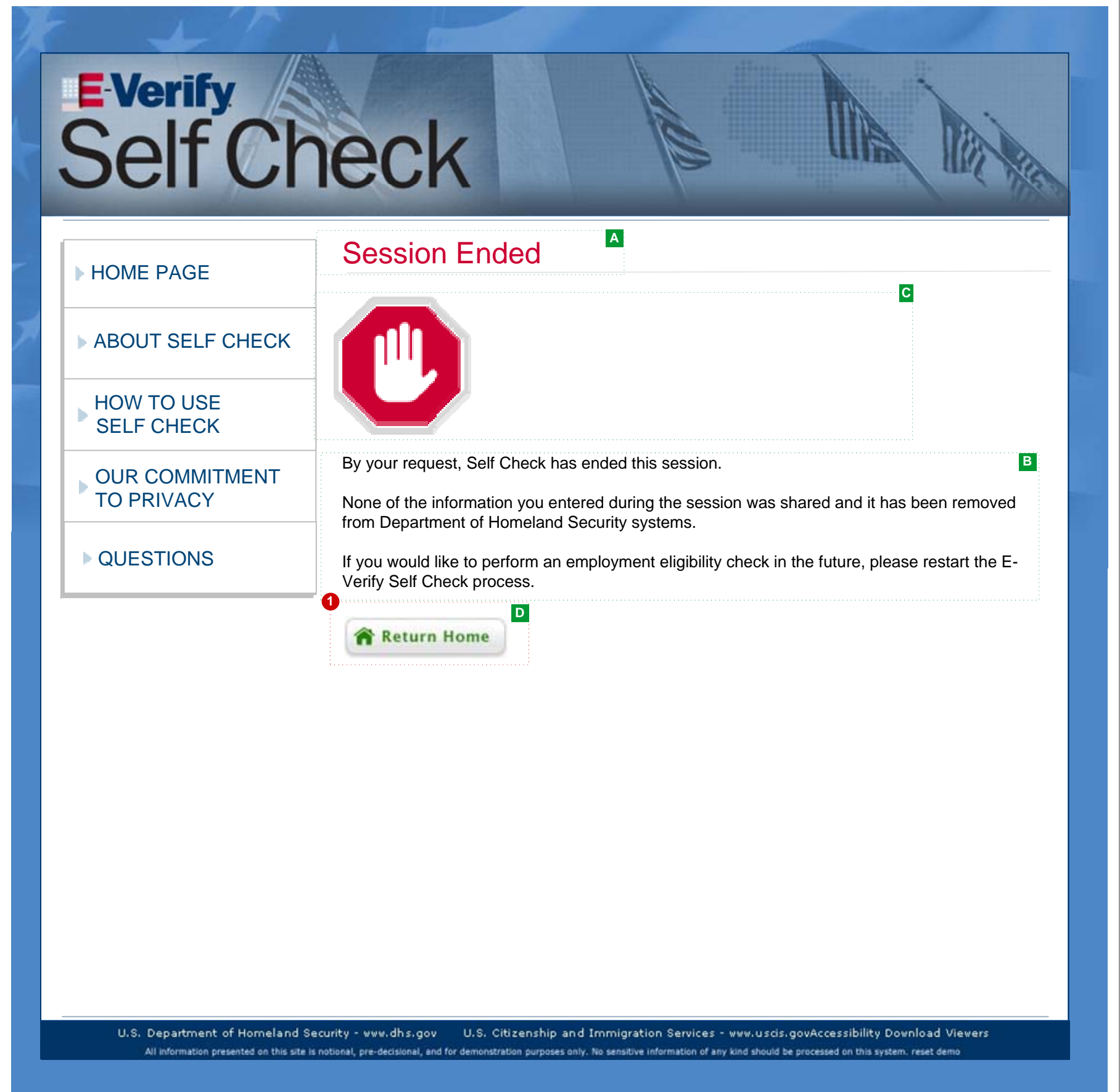
**D** :: Button to return user to homepage

**FUNCTION NOTES:**

**1** :: Clicking on this button will take the user to the Self Check homepage

**FIELD DATA NOTES:**

**GENERAL NOTES & *ESDO PROJECT TEAM UPDATES**

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content

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**E-Verify Self Check**

HOME PAGE

ABOUT SELF CHECK

HOW TO USE SELF CHECK

OUR COMMITMENT TO PRIVACY

QUESTIONS

**Session Ended** [A]

[C]

[B] By your request, Self Check has ended this session.

None of the information you entered during the session was shared and it has been removed from Department of Homeland Security systems.

If you would like to perform an employment eligibility check in the future, please restart the E-Verify Self Check process.

[1] [D] Return Home

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U.S. Citizenship
and Immigration
Services

## CONTENT NOTES:

A :: Page title

B :: Explanation that no ID proofing questions could be generated. It will be made clear that this does not mean that the user is not eligible to work and provide alternate methods to check government records

C :: Stop Sign graphic

D :: Button to return user to homepage

## FUNCTION NOTES:

1 :: Clicking on this button will take the user to the Self Check homepage
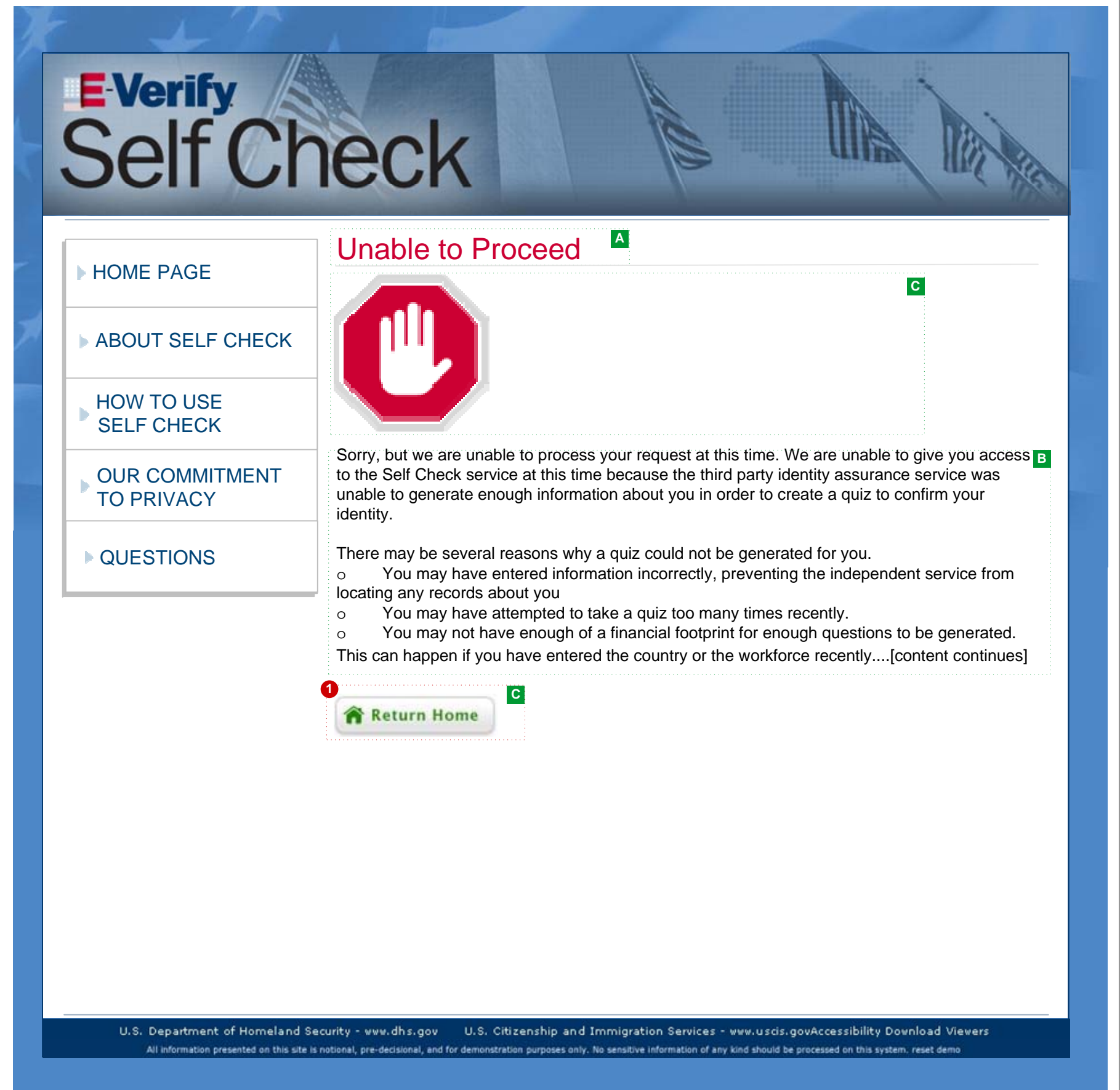
## FIELD DATA NOTES:

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES

* :: Added USCIS E-Verify Self Check Proposed Website Content

* :: For Function Note 1 above, is an inline link used or the full URL (as shown)?

* :: Inline links  SSA Field Office locator added to revised content draft submitted to USCIS 10.14 (not yet included on wireframes)

---

E-Verify
Self Check

HOME PAGE

ABOUT SELF CHECK

HOW TO USE SELF CHECK

OUR COMMITMENT TO PRIVACY

QUESTIONS

### Unable to Proceed   A

C

Sorry, but we are unable to process your request at this time. We are unable to give you access B to the Self Check service at this time because the third party identity assurance service was unable to generate enough information about you in order to create a quiz to confirm your identity.

There may be several reasons why a quiz could not be generated for you.
o        You may have entered information incorrectly, preventing the independent service from locating any records about you
o        You may have attempted to take a quiz too many times recently.
o        You may not have enough of a financial footprint for enough questions to be generated.
This can happen if you have entered the country or the workforce recently....[content continues]

1   **Return Home**   C

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U.S. Citizenship
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Services

## CONTENT NOTES:

**A** :: Button to continue Self Check process

**B** :: Button to cancel Self Check process
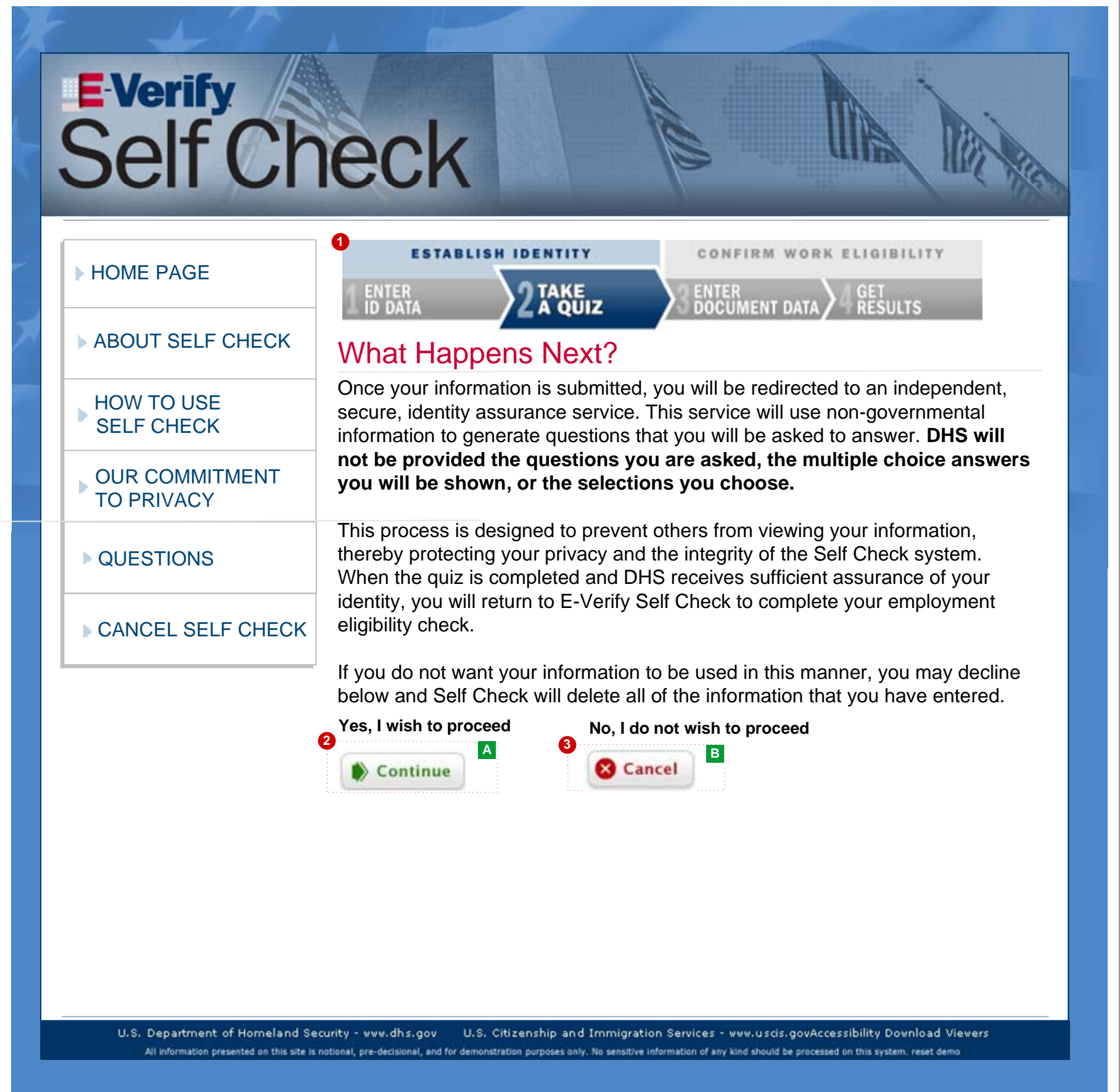
## FUNCTION NOTES:

**1** :: Step one of the four-step process graphic is highlighted

**2** :: Clicking this button will take the user to either wireframe *4.3 : Unable to Proceed (No Q's)* or wireframe *5.1: IAP Test*

**3** :: Clicking this button will take the user to wireframe *4.2: Cancel*

## FIELD DATA NOTES:

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES

---

# E-Verify
# Self Check

- ▶ HOME PAGE
- ▶ ABOUT SELF CHECK
- ▶ HOW TO USE SELF CHECK
- ▶ OUR COMMITMENT TO PRIVACY
- ▶ QUESTIONS
- ▶ CANCEL SELF CHECK

**ESTABLISH IDENTITY**   **CONFIRM WORK ELIGIBILITY**

1 ENTER ID DATA   2 TAKE A QUIZ   3 ENTER DOCUMENT DATA   4 GET RESULTS

## What Happens Next?

Once your information is submitted, you will be redirected to an independent, secure, identity assurance service. This service will use non-governmental information to generate questions that you will be asked to answer. **DHS will not be provided the questions you are asked, the multiple choice answers you will be shown, or the selections you choose.**

This process is designed to prevent others from viewing your information, thereby protecting your privacy and the integrity of the Self Check system. When the quiz is completed and DHS receives sufficient assurance of your identity, you will return to E-Verify Self Check to complete your employment eligibility check.

If you do not want your information to be used in this manner, you may decline below and Self Check will delete all of the information that you have entered.

**Yes, I wish to proceed**
▶ Continue

**No, I do not wish to proceed**
✕ Cancel

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U.S. Citizenship
and Immigration
Services

## CONTENT NOTES:

**A** :: Multi-step process graphic. This graphic will show that there are four steps in the Self Check process and will highlight the step in which the user is currently engaged

**B** :: Page title

**C** :: Security and privacy reminder regarding the roles of DHS and the third party IAP

**D** :: Question and answer options generated by the IAP. Each question will be presented on its own page

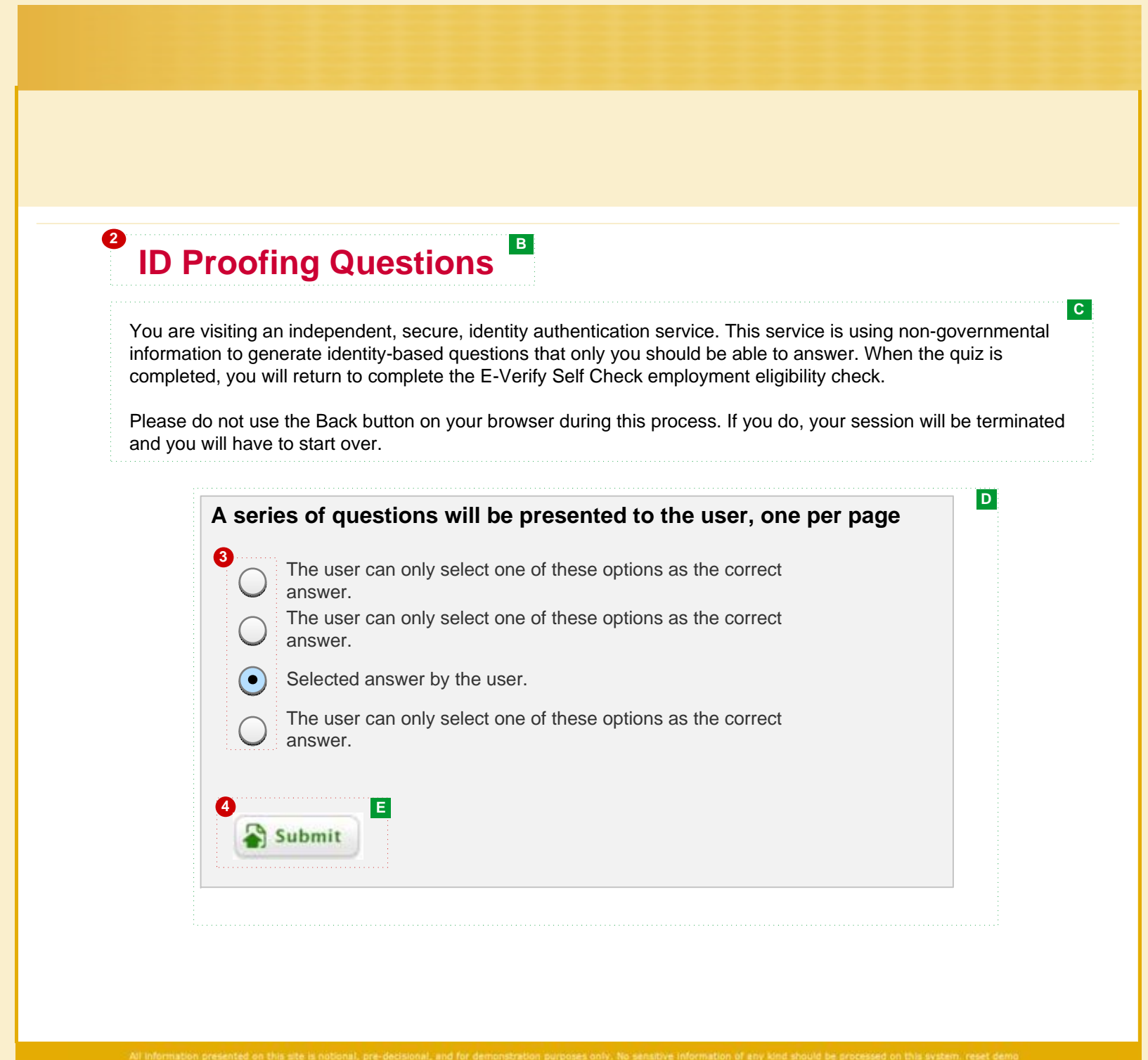**E** :: Button to submit the answer and continue

## FUNCTION NOTES:

**1** :: Step two of the four-step process graphic is highlighted

**2** :: This screen will be obviously marked/branded as a third party (i.e. non-DHS)

**3** :: The user can only select one answer

**4** :: The *SUBMIT* button is not active until the question has been answered

## FIELD DATA NOTES:

## ESDO PROJECT TEAM NOTES/EDITS/QUESTIONS:

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content

**\*** :: Left navigation links will not be displayed on this page.

**\*** :: Need to have consistent terminology for identity assurance; report wireframes refer to "identity proofing. Confirm preferred with USCIS

:: This page will reload with new questions until the user is determined to be above or below an identity assurance threshold

:: The number of questions to be asked is not revealed and is a transparent process from the user's perspective

:: The specific presentation of the identity assurance test questions on this screen will be determined after discussions with the IAP

---

**2**

## ID Proofing Questions  **B**

**C**
You are visiting an independent, secure, identity authentication service. This service is using non-governmental information to generate identity-based questions that only you should be able to answer. When the quiz is completed, you will return to complete the E-Verify Self Check employment eligibility check.

Please do not use the Back button on your browser during this process. If you do, your session will be terminated and you will have to start over.

**D**
### A series of questions will be presented to the user, one per page

**3**
○ The user can only select one of these options as the correct answer.

○ The user can only select one of these options as the correct answer.

● Selected answer by the user.

○ The user can only select one of these options as the correct answer.

**4**  **E**
[🏠 Submit]

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Self Check Wireframes :: **5.2** :: **Unable to Proceed**

PROJECT: **E-Verify Self Check Wireframes**
ORIGINAL DATE: **June 9, 2010**   ITERATION: **20.0**
REVISION DATE: **December 7, 2010**   PAGE: **15** of **45**

U.S. Citizenship
and Immigration
Services

## CONTENT NOTES:

**A** :: Page title

**B** :: Explanation of the reasons why the user's ID could not be authenticated and description of alternative methods of checking government records

**C** :: Stop Sign graphic
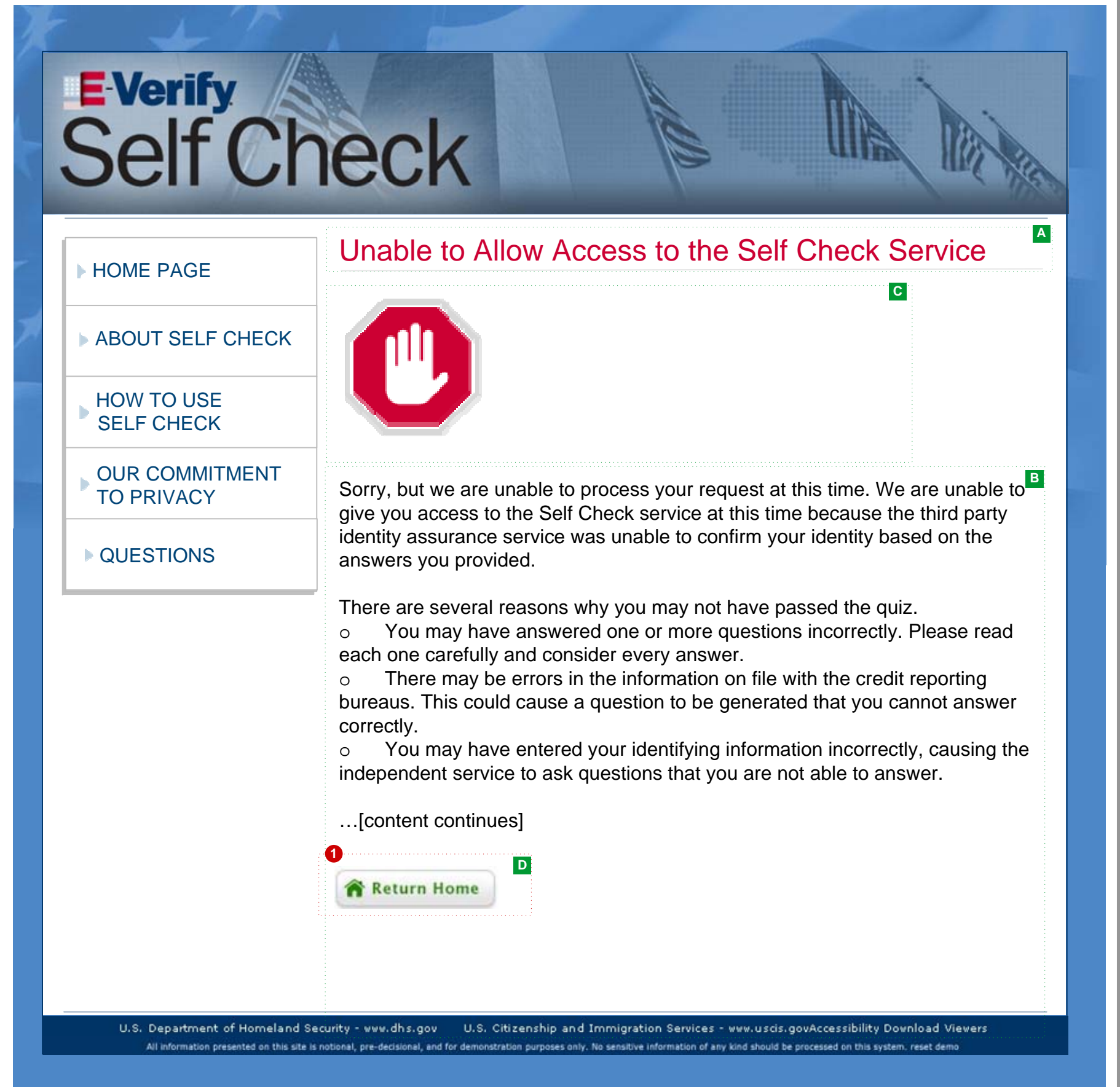
**D** :: Button to return user to homepage

## FUNCTION NOTES:

**1** :: Clicking on this button will take the user back to the Self Check homepage

## FIELD DATA NOTES:

## GENERAL NOTES & ESDO PROJECT TEAM UPDATES

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content

**\* ::** For Function Note 1 above, is an inline link used or the full URL (as shown)?

**\* ::** Will inline links or additional information be provided for SSA Field Offices or contact information for the USCIS National Customer Service Centers?

---

**E-Verify**
Self Check

HOME PAGE

ABOUT SELF CHECK

HOW TO USE
SELF CHECK

OUR COMMITMENT
TO PRIVACY

QUESTIONS

### Unable to Allow Access to the Self Check Service [A]

[C]

[B] Sorry, but we are unable to process your request at this time. We are unable to give you access to the Self Check service at this time because the third party identity assurance service was unable to confirm your identity based on the answers you provided.

There are several reasons why you may not have passed the quiz.
o      You may have answered one or more questions incorrectly. Please read each one carefully and consider every answer.
o      There may be errors in the information on file with the credit reporting bureaus. This could cause a question to be generated that you cannot answer correctly.
o      You may have entered your identifying information incorrectly, causing the independent service to ask questions that you are not able to answer.

…[content continues]

**1** **Return Home** [D]

U.S. Citizenship
and Immigration
Services

**CONTENT NOTES:**

**A** :: Page title

**B** :: Main content

**C** :: Stop Sign graphic

**D** :: Button to return user to homepage
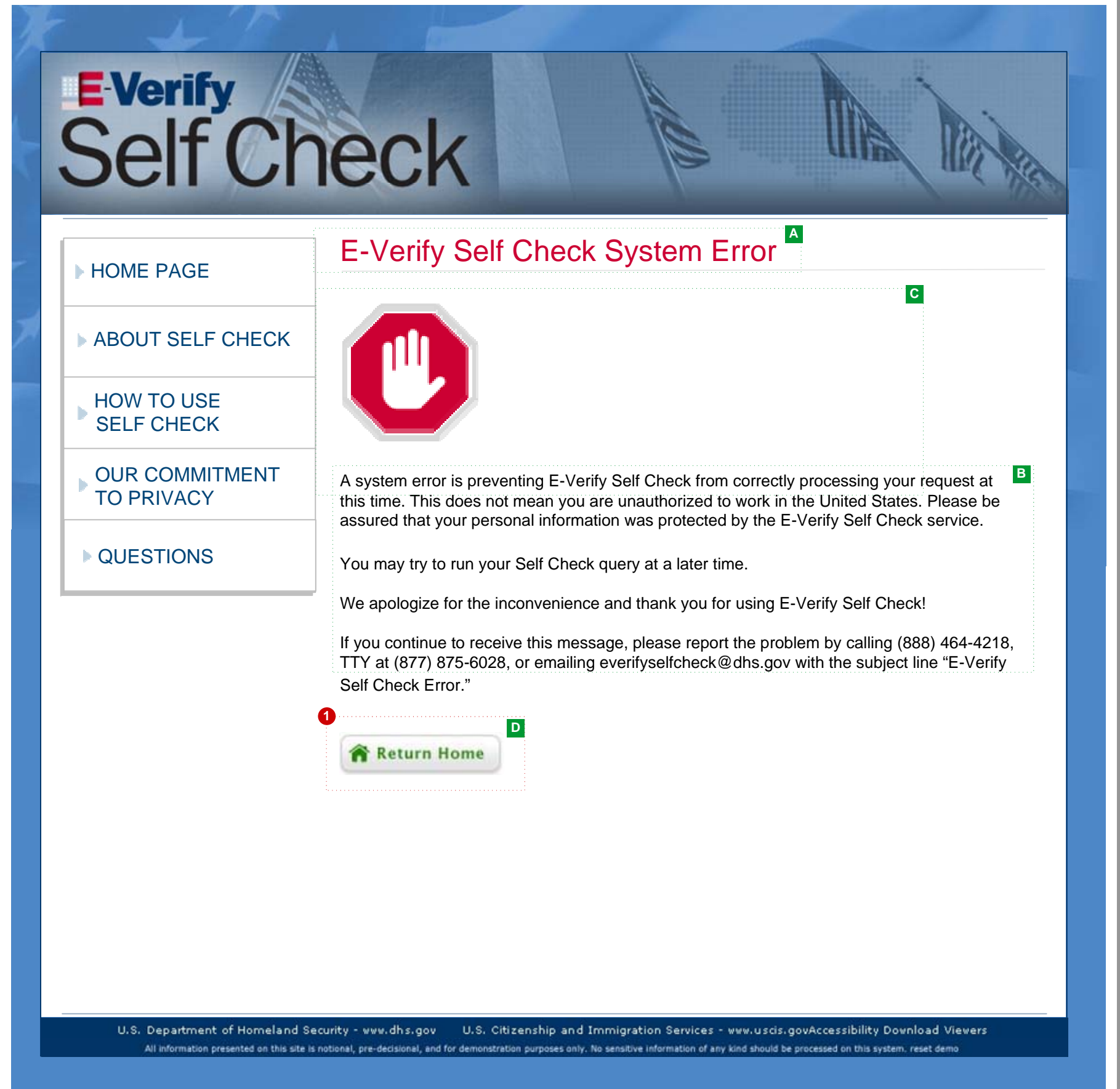
**FUNCTION NOTES:**

**1** :: Clicking on this button will take the user back to the Self Check homepage

**FIELD DATA NOTES:**

**GENERAL NOTES & *ESDO PROJECT TEAM UPDATES**

:: This screen would result from an unexpected error.

***** :: Added USCIS E-Verify Self Check Proposed Website Content

---

**E-Verify**
**Self Check**

- ▶ HOME PAGE
- ▶ ABOUT SELF CHECK
- ▶ HOW TO USE SELF CHECK
- ▶ OUR COMMITMENT TO PRIVACY
- ▶ QUESTIONS

**E-Verify Self Check System Error** [A]

[C]

[B] A system error is preventing E-Verify Self Check from correctly processing your request at this time. This does not mean you are unauthorized to work in the United States. Please be assured that your personal information was protected by the E-Verify Self Check service.

You may try to run your Self Check query at a later time.

We apologize for the inconvenience and thank you for using E-Verify Self Check!

If you continue to receive this message, please report the problem by calling (888) 464-4218, TTY at (877) 875-6028, or emailing everifyselfcheck@dhs.gov with the subject line "E-Verify Self Check Error."

**1** 🏠 Return Home [D]

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Self Check Wireframes :: **6.1** :: **Enter Cit and Doc Info**

PROJECT: **E-Verify Self Check Wireframes**
ORIGINAL DATE: **June 9, 2010**   ITERATION: **20.0**
REVISION DATE: **December 7, 2010**   PAGE: **17** of **45**

## CONTENT NOTES:

**A** :: Multi-step process graphic. This graphic will show that there are four steps in the Self Check process and will highlight the step in which the user is currently engaged

**B** :: Page title

**C** :: Introduction to the employment eligibility section of the Self Check process. Explanation of why this information is needed and what will be done with it

**D** :: Instructions for completing the form below

**E** :: Name and Date of Birth that the user has submitted are displayed and can not be edited

**F** :: Accuracy, security, and privacy reminder for user

**G** :: Button to submit the information and continue the Self Check process

## FUNCTION NOTES:

**1** :: Step three of the four-step process graphic is highlighted

**2** :: A Social Security Number is required information for every user. The SSN will be pre-populated if entered by the user previously

**3** :: User selects their citizenship status from a pre-populated drop down list box. This is an example of a user selecting "US Citizen." Changing the Citizenship Status will reset the user's Document Type and document number/date fields

**4** :: Helper text with the definitions of each Citizenship status will appear in a new screen

**5** :: User selects the document type they will use as the information sent for the employment eligibility check. The options available are dynamically generated based on the Citizenship Status selected by the user above. This is an example of a user selecting "Passport." Changing the Document Type will reset the user's document number/date fields

**6** :: Input fields (required or optional) are dynamically generated based on the Citizenship Status and Document Type selected by the user above.

**7** :: Helper text on how to complete the document fields will appear in a new screen

**8** :: The *CONTINUE* button only becomes active when all of the required fields have been filled out and the field level verification has passed. Clicking on the *CONTINUE* button will take the user to either *6.2 : Correct Cit and Doc Info* (in the event of failed server-side validation) or one of the screens *6.3* to *7.4* based on the response from VIS
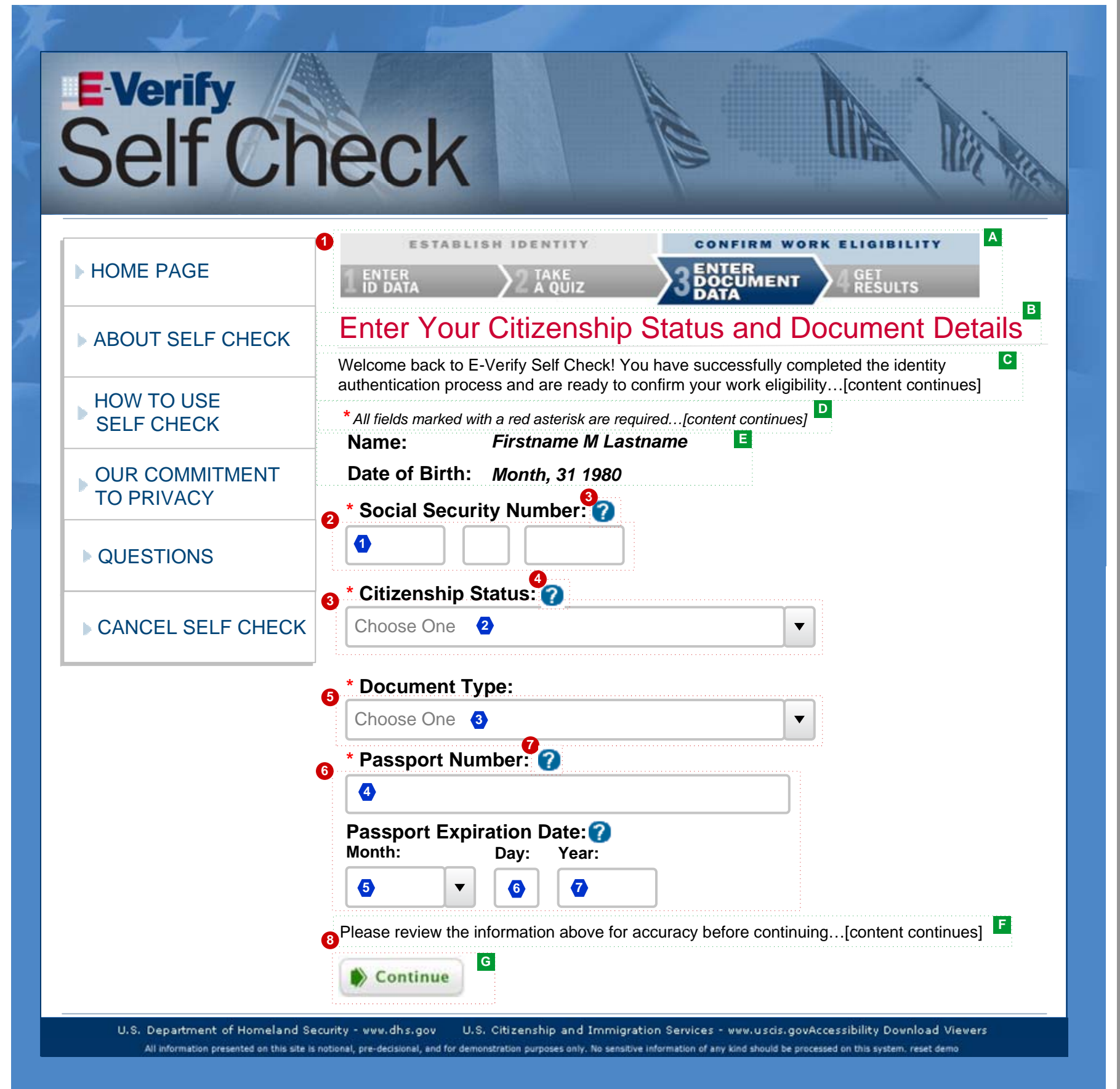
## FIELD DATA NOTES:

**1-7** :: All fields must comply with VIS validation rules

## ESDO PROJECT TEAM NOTES/EDITS/QUESTIONS:

:: Left navigation links will open in a new window

:: Field level verification will be implemented in text boxes wherever possible

:: Server-side validation will be used only when validation is not possible on the input form

:: The available options or data entry fields below each line are dynamically generated based upon the user's selections above

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content

---

**E-Verify Self Check**

HOME PAGE

ABOUT SELF CHECK

HOW TO USE SELF CHECK

OUR COMMITMENT TO PRIVACY

QUESTIONS

CANCEL SELF CHECK

ESTABLISH IDENTITY   CONFIRM WORK ELIGIBILITY
1 ENTER ID DATA   2 TAKE A QUIZ   3 ENTER DOCUMENT DATA   4 GET RESULTS

### Enter Your Citizenship Status and Document Details

Welcome back to E-Verify Self Check! You have successfully completed the identity authentication process and are ready to confirm your work eligibility…[content continues]

**\*** *All fields marked with a red asterisk are required…[content continues]*

**Name:**   *Firstname M Lastname*

**Date of Birth:**   *Month, 31 1980*

**\* Social Security Number:** ?

**\* Citizenship Status:** ?
Choose One ▼

**\* Document Type:** ?
Choose One ▼

**\* Passport Number:** ?

**Passport Expiration Date:** ?
Month:   Day:   Year:
▼

Please review the information above for accuracy before continuing…[content continues]

Continue

## CONTENT NOTES:

**A** :: Multi-step process graphic. This graphic will show that there are four steps in the Self Check process and will highlight the step in which the user is currently engaged

**B** :: Page title

**C** :: Notice that errors were found in the information entered. Explanation of why this information is needed and what will be done with it

**D** :: Instructions for completing the form below

**E** :: Name and Date of Birth that the user has submitted are displayed and can not be edited

**G** :: Accuracy, security, and privacy reminder for user. Notice that the information entered above will be used to perform an employment eligibility check through E-Verify

**H** :: Button to submit the information and continue the Self Check process

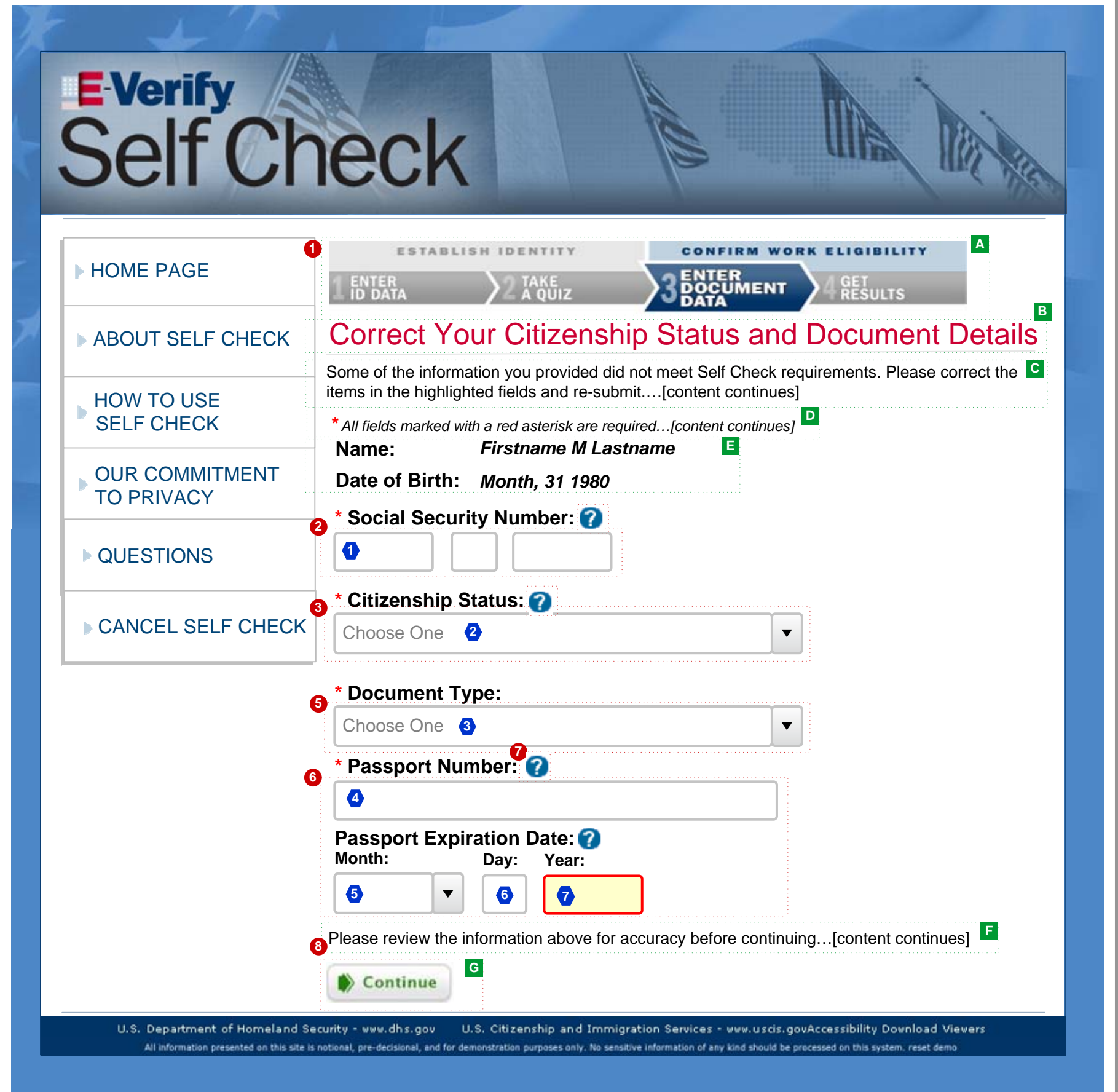**I** :: Content requires updates (see general notes below)

## FUNCTION NOTES:

**1** :: Step three of the four-step process graphic is highlighted

**2-6** :: The SSN, Citizenship Status, Document Type, and document numbers/dates are pre-populated with the information previously entered

**3** :: Changing the Citizenship Status will reset the user's Document Type and document number/date fields

**4** :: Helper text with the definitions of each Citizenship status will appear in a new screen

**5** :: The options available are dynamically generated based on the Citizenship Status selected by the user above. Changing the Document Type will reset the user's document number/date fields

**6** :: Input fields (required or optional) are dynamically generated based on the Citizenship Status and Document Type selected by the user above.

**7** :: Helper text on how to complete the document fields will appear in a new screen

**8** :: The *CONTINUE* button only becomes active when all of the required fields have been filled out and the field level verification has passed. Clicking on the *CONTINUE* button will take the user to either *6.2 : Correct Cit and Doc Info* (in the event of failed server-side validation) or one of the screens *6.3* to *7.4* based on the response from VIS

## FIELD DATA NOTES:

**1-7** :: All fields are pre-populated with the data the user previously entered. All fields must comply with VIS validation rules

## ESDO PROJECT TEAM NOTES/EDITS/QUESTIONS:

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content

**\*** :: Content for error message needed (as shown in Passport Expiration Date)

---

**E-Verify Self Check**

HOME PAGE

ABOUT SELF CHECK

HOW TO USE SELF CHECK

OUR COMMITMENT TO PRIVACY

QUESTIONS

CANCEL SELF CHECK

ESTABLISH IDENTITY — CONFIRM WORK ELIGIBILITY

1 ENTER ID DATA    2 TAKE A QUIZ    3 ENTER DOCUMENT DATA    4 GET RESULTS

### Correct Your Citizenship Status and Document Details

Some of the information you provided did not meet Self Check requirements. Please correct the items in the highlighted fields and re-submit.…[content continues]

*\* All fields marked with a red asterisk are required…[content continues]*

**Name:**  *Firstname M Lastname*

**Date of Birth:**  *Month, 31 1980*

**\* Social Security Number:** ❓

**\* Citizenship Status:** ❓

Choose One ▼

**\* Document Type:** ❓

Choose One ▼

**\* Passport Number:** ❓

**Passport Expiration Date:** ❓

**Month:**      **Day:**    **Year:**

▼

Please review the information above for accuracy before continuing…[content continues]

Continue

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U.S. Citizenship and Immigration Services

Self Check Wireframes :: **6.3** :: **Please Confirm (SSA)**

PROJECT: **E-Verify Self Check Wireframes**
ORIGINAL DATE: **June 9, 2010**    ITERATION: **20.0**
REVISION DATE: **December 7, 2010**    PAGE: **19 of 45**

## CONTENT NOTES:

**A** :: Multi-step process graphic. This graphic will show that there are four steps in the Self Check process and will highlight the step in which the user is currently engaged

**B** :: Page title

**C** :: Notice that errors were found in the information and instructions to review and confirm the information below

**D** :: Name and Date of Birth that the user has submitted are displayed and can not be edited

**F** :: Accuracy, security, and privacy reminder for user. Notice that the information entered above will be used to perform an employment eligibility check through E-Verify

**G** :: Button to submit the information and continue the Self Check process

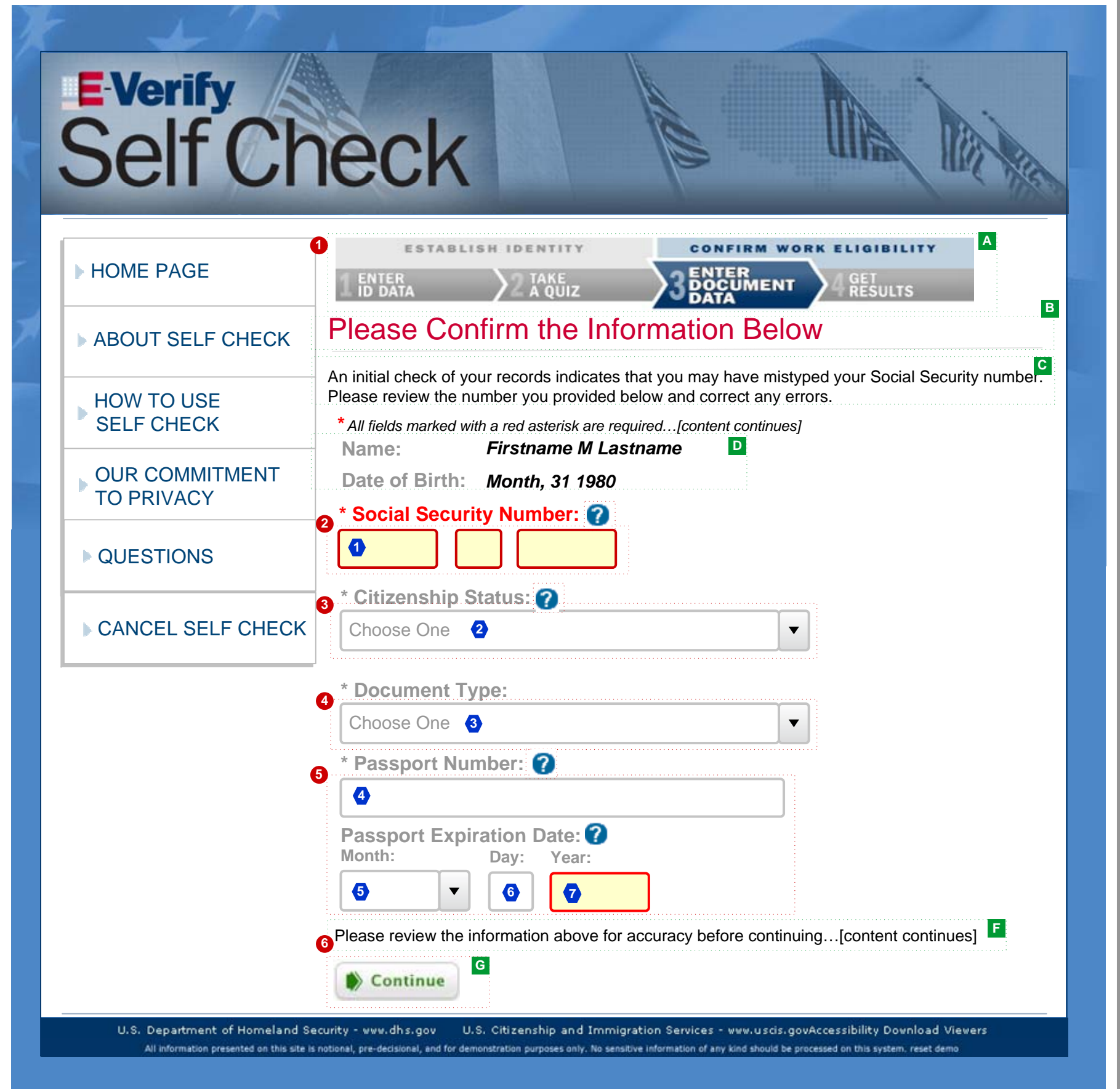**H** :: Content requires updates (see general notes below)

## FUNCTION NOTES:

**1** :: Step three of the four-step process graphic is highlighted

**2** :: The Social Security Number fields are pre-populated, are the only data fields that can be edited on the page, and are highlighted

**3-5** :: Citizenship Status, Document Type, and document number/date fields are pre-populated with data the user previously entered and can not be edited

**6** :: The *CONTINUE* button is only active (clickable) when the SSN fields have been filled out and the field level verification has passed. Clicking on the *CONTINUE* button will take the user to one of the screens *6.4* to *7.4* based on the response from VIS

## FIELD DATA NOTES:

**1-7** :: All fields are pre-populated with the data the user previously entered. Only the SSN fields can be edited by the user

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES:

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content

**\*** :: Need content for the error message text (as shown with SSN)

---

### E-Verify Self Check

HOME PAGE

ABOUT SELF CHECK

HOW TO USE SELF CHECK

OUR COMMITMENT TO PRIVACY

QUESTIONS

CANCEL SELF CHECK

**ESTABLISH IDENTITY** | **CONFIRM WORK ELIGIBILITY**

1 ENTER ID DATA  2 TAKE A QUIZ  3 ENTER DOCUMENT DATA  4 GET RESULTS

## Please Confirm the Information Below

An initial check of your records indicates that you may have mistyped your Social Security number. Please review the number you provided below and correct any errors.

*\* All fields marked with a red asterisk are required…[content continues]*

**Name:** **Firstname M Lastname**

**Date of Birth:** **Month, 31 1980**

**\* Social Security Number:** ?

[ ] [ ] [ ]

**\* Citizenship Status:** ?

Choose One ▼

**\* Document Type:** ?

Choose One ▼

**\* Passport Number:** ?

[ ]

**Passport Expiration Date:** ?

Month:        Day:    Year:

[ ▼ ]    [ ]    [ ]

Please review the information above for accuracy before continuing…[content continues]

▶ Continue

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U.S. Citizenship and Immigration Services

Self Check Wireframes :: **6.4** :: **Please Confirm (DHS)**

PROJECT: **E-Verify Self Check Wireframes**
ORIGINAL DATE: **June 9, 2010**    ITERATION: **20.0**
REVISION DATE: **December 7, 2010**    PAGE: **20** of **45**

## CONTENT NOTES:

A :: Multi-step process graphic. This graphic will show that there are four steps in the Self Check process and will highlight the step in which the user is currently engaged

B :: Page title

C :: Notice that errors were found in the information and instructions to review and confirm the information below

D :: Name and Date of Birth that the user has submitted are displayed and can not be edited

F :: Accuracy, security, and privacy reminder for user. Notice that the information entered above will be used to perform an employment eligibility check through E-Verify

G :: Button to submit the information and continue the Self Check process

H :: Content requires updates (see general notes below)

## FUNCTION NOTES:
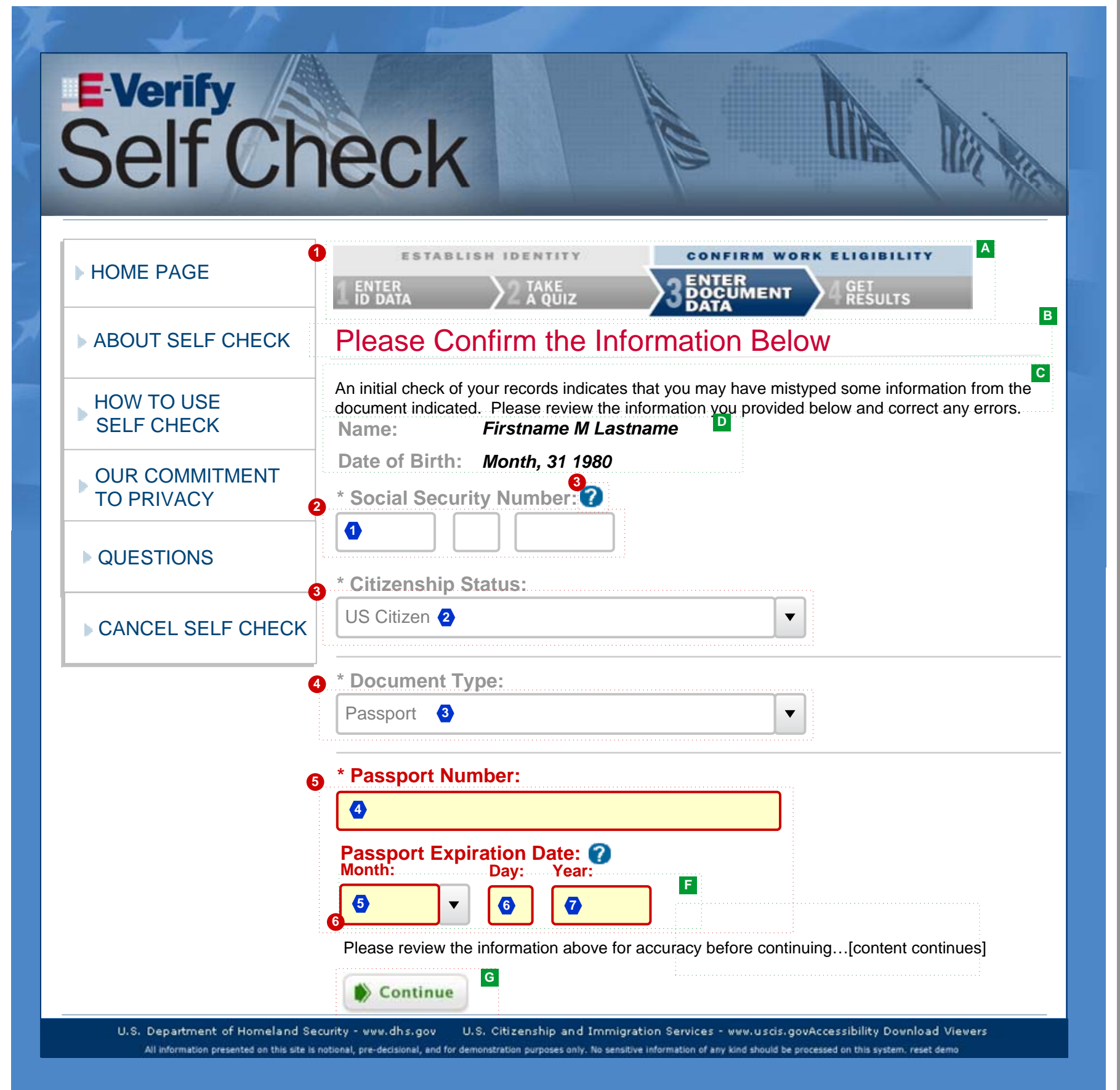
1 :: Step three of the four-step process graphic is highlighted

2-4 :: SSN fields, Citizenship Status, and Document Type are pre-populated with data the user previously entered and can not be edited

5 :: The document number/date fields are pre-populated, are the only data fields that can be edited on the page, and are highlighted

6 :: The *CONTINUE* button is only active (clickable) when the document number/date fields have been filled out and the field level verification has passed. Clicking on the *CONTINUE* button will take the user to one of the screens *7.1* to *7.4* based on the response from VIS

## FIELD DATA NOTES:

1-7 :: All fields are pre-populated with the data the user previously entered. Only the document number/date fields can be edited by the user

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES:

* :: Added USCIS E-Verify Self Check Proposed Website Content

* :: Need content for the error message text (as shown with Passport information)

---

## E-Verify Self Check

ESTABLISH IDENTITY    CONFIRM WORK ELIGIBILITY

1 ENTER ID DATA   2 TAKE A QUIZ   3 ENTER DOCUMENT DATA   4 GET RESULTS

- HOME PAGE
- ABOUT SELF CHECK
- HOW TO USE SELF CHECK
- OUR COMMITMENT TO PRIVACY
- QUESTIONS
- CANCEL SELF CHECK

### Please Confirm the Information Below

An initial check of your records indicates that you may have mistyped some information from the document indicated. Please review the information you provided below and correct any errors.

**Name:**  *Firstname M Lastname*

**Date of Birth:**  *Month, 31 1980*

**\* Social Security Number:** ❓

[ ] [ ] [ ]

**\* Citizenship Status:**

US Citizen ▼

**\* Document Type:**

Passport ▼

**\* Passport Number:**

[ ]

**Passport Expiration Date:** ❓

Month: [ ▼ ]   Day: [ ]   Year: [ ]

Please review the information above for accuracy before continuing…[content continues]

[Continue]

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Self Check Wireframes :: **7.1** :: **Work Authorized Confirmed**

PROJECT: **E-Verify Self Check Wireframes**
ORIGINAL DATE: **June 9, 2010**    ITERATION: **20.0**
REVISION DATE: **December 7, 2010**    PAGE: **21** of **45**

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and Immigration
Services

## CONTENT NOTES:

A :: Multi-step process graphic. This graphic will show that there are four steps in the Self Check process and will highlight the step in which the user is currently engaged

B :: Page title

C :: An explanation of the VIS Codes that are translated into a "Work Authorized" response from Self Check. The explanation is customized with the date of the Self Check transaction and the user's first name

D :: Content for Placeholder to be provided by USCIS

E :: Button to return user to homepage

F :: Button to close browser window

## FUNCTION NOTES:
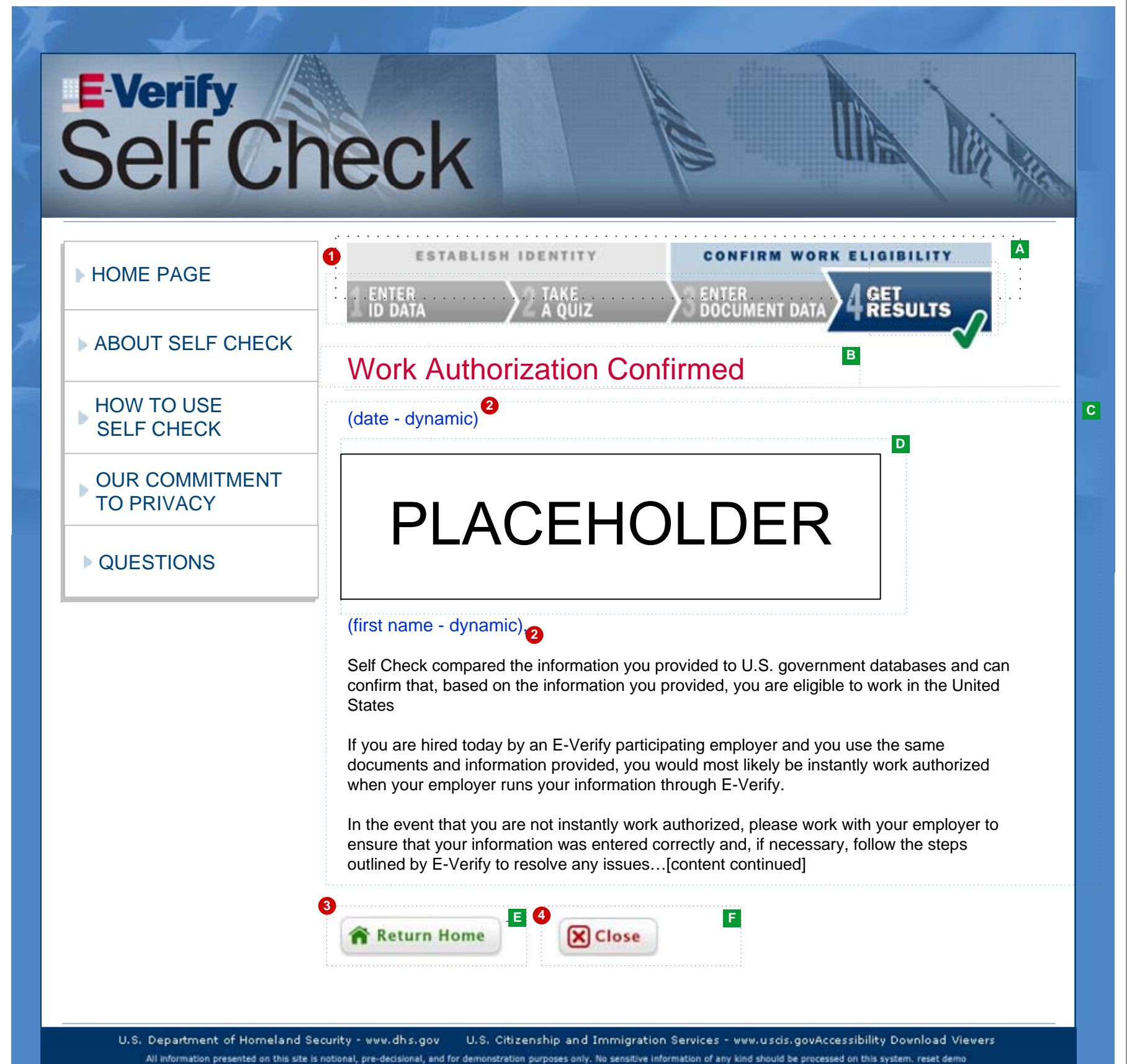
1 :: Step four of the four-step process graphic is highlighted

2 :: Name and date content generated dynamically

3 :: Clicking on this button will take the user back to the Self Check homepage

4 :: Clicking on this button will close the browser window

## FIELD DATA NOTES:

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES

* :: Added USCIS E-Verify Self Check Proposed Website Content

* :: Added Content Note D above; graphic depicting a successful, "Work Authorized" response; need to confirm w/ USCIS this is correct grape

---

**E-Verify Self Check**

ESTABLISH IDENTITY    CONFIRM WORK ELIGIBILITY

1 ENTER ID DATA    2 TAKE A QUIZ    3 ENTER DOCUMENT DATA    4 GET RESULTS

HOME PAGE

ABOUT SELF CHECK

HOW TO USE SELF CHECK

OUR COMMITMENT TO PRIVACY

QUESTIONS

### Work Authorization Confirmed

(date - dynamic)

# PLACEHOLDER

(first name - dynamic)

Self Check compared the information you provided to U.S. government databases and can confirm that, based on the information you provided, you are eligible to work in the United States

If you are hired today by an E-Verify participating employer and you use the same documents and information provided, you would most likely be instantly work authorized when your employer runs your information through E-Verify.

In the event that you are not instantly work authorized, please work with your employer to ensure that your information was entered correctly and, if necessary, follow the steps outlined by E-Verify to resolve any issues…[content continued]

Return Home    Close

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## CONTENT NOTES:

**A** :: Multi-step process graphic. This graphic will show that there are four steps in the Self Check process and will highlight the step in which the user is currently engaged

**B** :: Page title

**C** :: An explanation of the VIS Code that is translated into an "SSA mismatch" response from Self Check. The explanation is customized with the reason for the mismatch provided with the VIS response

**D** :: Button to generate instructions on how to resolve the SSA mismatch

**E** :: Button to choose to not visit SSA and to end the Self Check process

## FUNCTION NOTES:

**1** :: Step four of the four-step process graphic is highlighted

**2** :: Content with SSA mismatch reason is generated dynamically
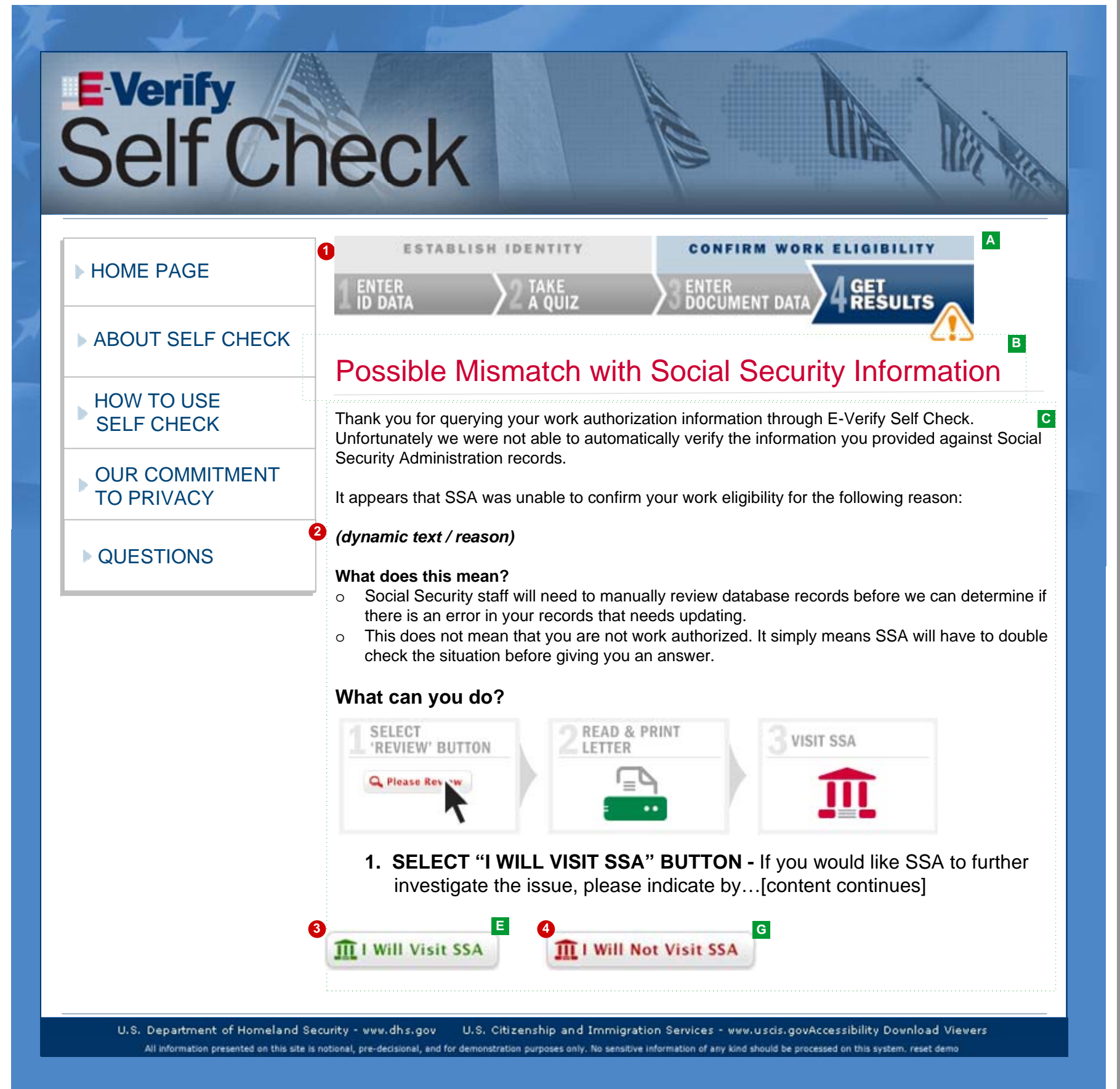
**3** :: Clicking on the *I WILL VISIT SSA* button will take the user to screen *8.1 : Contact SSA* and will result in the case being closed such that the case is not transmitted to EV-STAR.

**4** :: Clicking on the *I WILL NOT VISIT SSA* button will take the user to screen *8.2 : Not Contact SSA* and will result in the case being closed such that the case is not transmitted to EV-STAR.

## FIELD DATA NOTES:

## GENERAL QUESTIONS & *ESDO PROJECT TEAM UPDATES

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content

---

**E-Verify Self Check**

| HOME PAGE |
| ABOUT SELF CHECK |
| HOW TO USE SELF CHECK |
| OUR COMMITMENT TO PRIVACY |
| QUESTIONS |

**ESTABLISH IDENTITY** — **CONFIRM WORK ELIGIBILITY**

1 ENTER ID DATA   2 TAKE A QUIZ   3 ENTER DOCUMENT DATA   4 GET RESULTS

### Possible Mismatch with Social Security Information

Thank you for querying your work authorization information through E-Verify Self Check. Unfortunately we were not able to automatically verify the information you provided against Social Security Administration records.

It appears that SSA was unable to confirm your work eligibility for the following reason:

*(dynamic text / reason)*

**What does this mean?**
o   Social Security staff will need to manually review database records before we can determine if there is an error in your records that needs updating.
o   This does not mean that you are not work authorized. It simply means SSA will have to double check the situation before giving you an answer.

**What can you do?**

1 SELECT 'REVIEW' BUTTON    2 READ & PRINT LETTER    3 VISIT SSA

Please Review

1. **SELECT "I WILL VISIT SSA" BUTTON -** If you would like SSA to further investigate the issue, please indicate by…[content continues]

I Will Visit SSA          I Will Not Visit SSA

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U.S. Citizenship and Immigration Services

Self Check Wireframes :: **7.3** :: **Possible Mismatch (DHS)**

PROJECT: **E-Verify Self Check Wireframes**
ORIGINAL DATE: **June 9, 2010**          ITERATION: **20.0**
REVISION DATE: **December 7, 2010**      PAGE: **23** of **45**

## CONTENT NOTES:

**A** :: Multi-step process graphic. This graphic will show that there are four steps in the Self Check process and will highlight the step in which the user is currently engaged

**B** :: Page title

**C** :: An explanation of the VIS Code that is translated into a "DHS mismatch" response from Self Check

**D** :: Button to generate instructions on how to contact DHS

**E** :: Button to choose to not contact DHS and to end the Self Check process
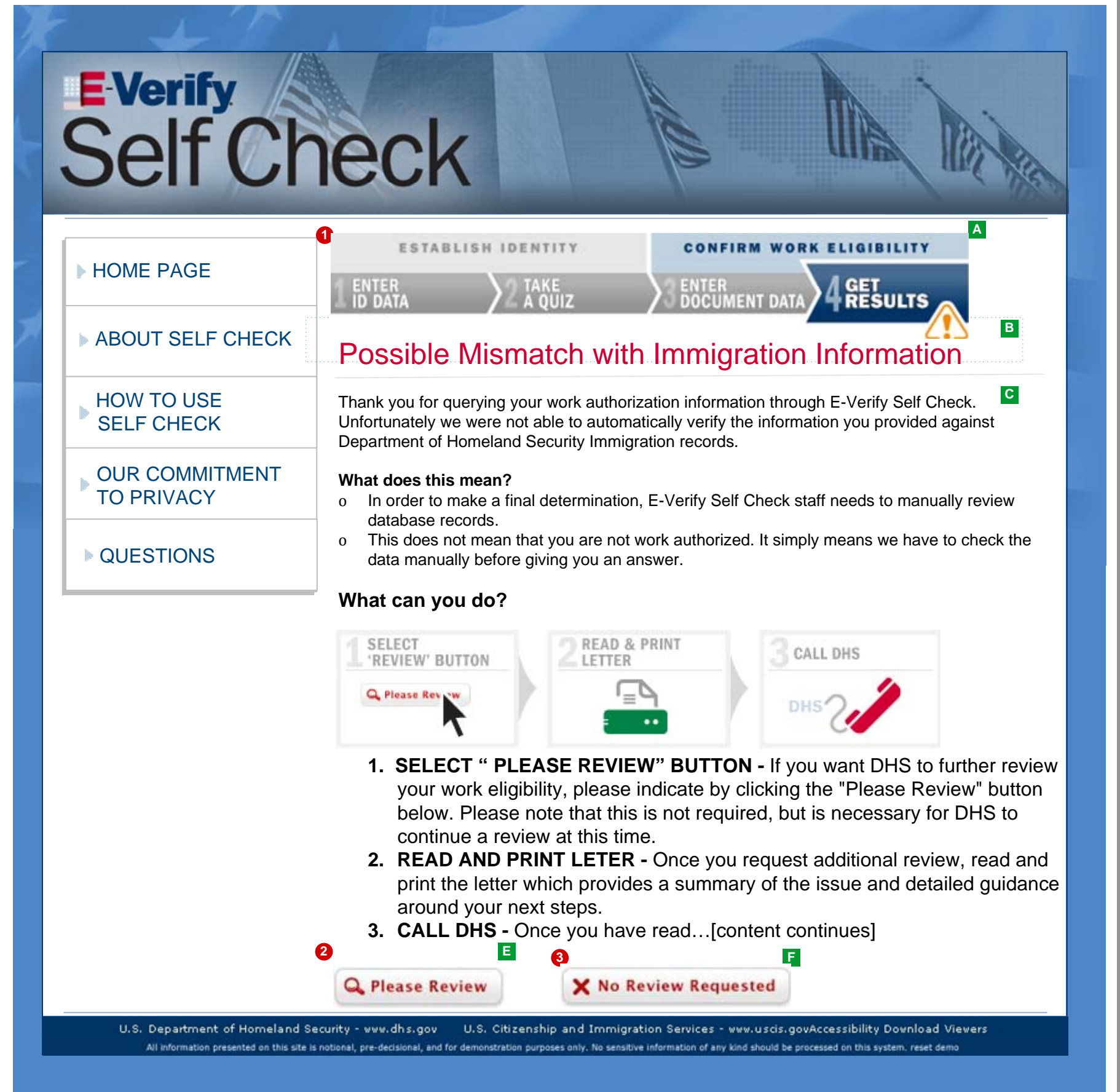
## FUNCTION NOTES:

**1** :: Step four of the multi-step process graphic is highlighted

**2** :: Clicking on the *PLEASE REVIEW* button will take the user to screen *8.3 : Contact DHS*

**3** :: Clicking on the *NO REVIEW REQUESTED* button will take the user to screen *8.2 : Not Contact DHS*; additionally, users who select this option will be tracked in the system and included in a USCIS report

## FIELD DATA NOTES:

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES:

\* :: Added USCIS E-Verify Self Check Proposed Website Content

---

**E-Verify Self Check**

HOME PAGE

ABOUT SELF CHECK

HOW TO USE SELF CHECK

OUR COMMITMENT TO PRIVACY

QUESTIONS

ESTABLISH IDENTITY — CONFIRM WORK ELIGIBILITY
1 ENTER ID DATA — 2 TAKE A QUIZ — 3 ENTER DOCUMENT DATA — 4 GET RESULTS

### Possible Mismatch with Immigration Information

Thank you for querying your work authorization information through E-Verify Self Check. Unfortunately we were not able to automatically verify the information you provided against Department of Homeland Security Immigration records.

**What does this mean?**
- In order to make a final determination, E-Verify Self Check staff needs to manually review database records.
- This does not mean that you are not work authorized. It simply means we have to check the data manually before giving you an answer.

**What can you do?**

1 SELECT 'REVIEW' BUTTON — 🔍 Please Review
2 READ & PRINT LETTER
3 CALL DHS — DHS

1. **SELECT " PLEASE REVIEW" BUTTON -** If you want DHS to further review your work eligibility, please indicate by clicking the "Please Review" button below. Please note that this is not required, but is necessary for DHS to continue a review at this time.
2. **READ AND PRINT LETER -** Once you request additional review, read and print the letter which provides a summary of the issue and detailed guidance around your next steps.
3. **CALL DHS -** Once you have read…[content continues]

🔍 Please Review          ✕ No Review Requested

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U.S. Citizenship and Immigration Services

Self Check Wireframes :: 8.1 :: **Will Contact SSA**

PROJECT: **E-Verify Self Check Wireframes**
ORIGINAL DATE: **June 9, 2010**      ITERATION: **20.0**
REVISION DATE: **December 7, 2010**    PAGE: **24** of **45**

## CONTENT NOTES:

**A** :: Page title

**B** :: A reference to the SSA Program Operations Manual System (POMS)

**C** :: Dynamic text. The user's first/last name and SSN, the current date, and the Case Verification Number (provided by VIS) are displayed and labeled. The five potential SSA mismatch reasons are displayed and the appropriate one is marked

**D** :: Instructions describing the process to visit an SSA office to resolve the mismatch

**E** :: Button to view the Spanish version of the mismatch guidance

**F** :: Button to print the page

**G** :: Button to return to the homepage

**H** :: Button to close browser window
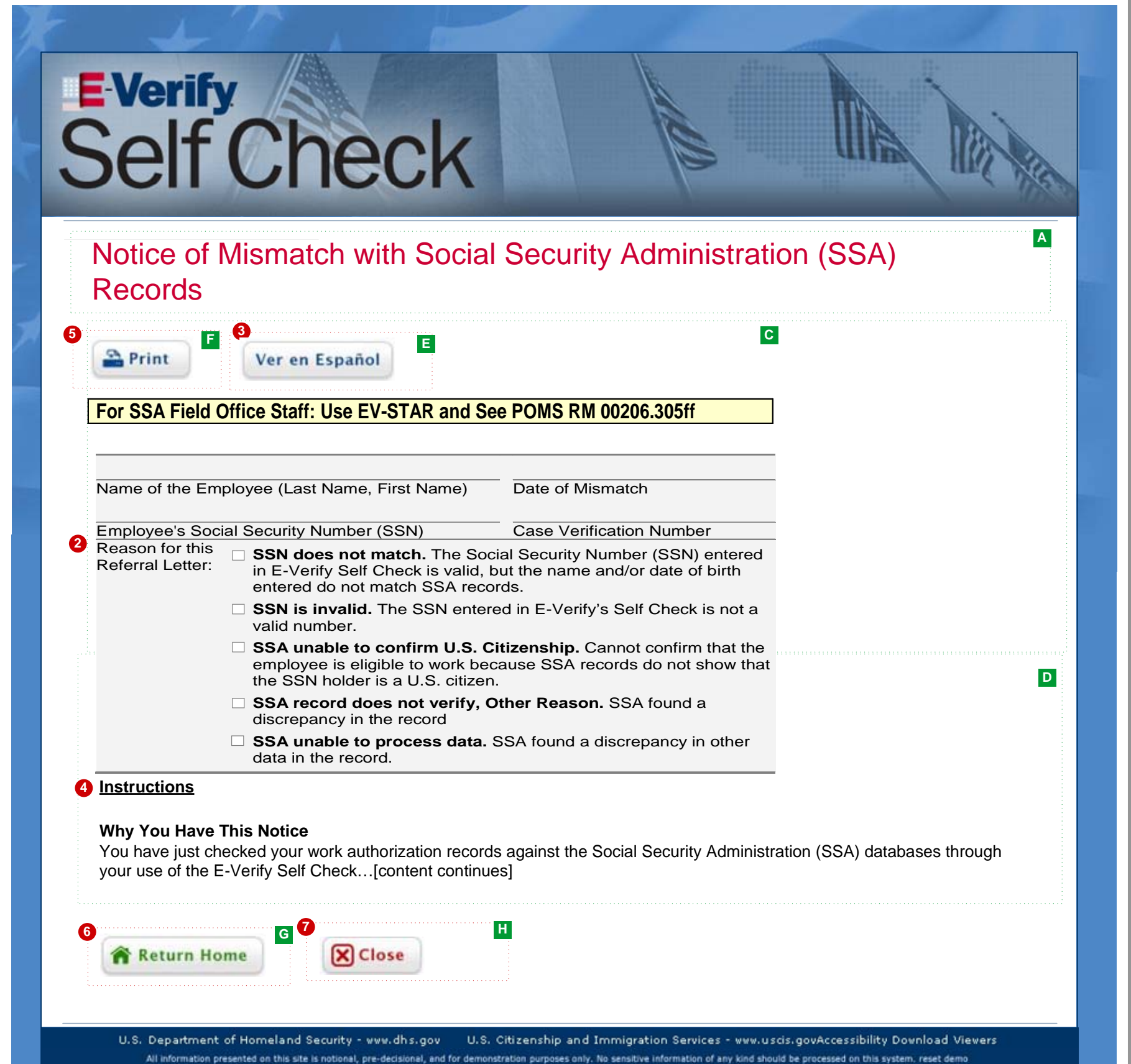
## FUNCTION NOTES:

**2** :: The reason for the user's mismatch is provided by VIS. That reason is marked on the SSA mismatch guidance page instructions

**3** :: Clicking this button will take the user to screen *8.5* with a Spanish translation of the guidance

**4** :: Within the text box, there are two shaded portions of text ("***IMPORTANT****") regarding instructions to users

**5** :: Clicking this button will bring up a print dialog box for the user

**6** :: Clicking this button will take the user to the Self Check homepage

**7** :: Clicking this button will close the browser window

## FIELD DATA NOTES:

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES

:: The "printer friendly" branding does not have a left navigation menu, uses a header and footer designed to mimic the E-Verify TNC letter, and is designed to be printed or saved as a document

:: All content on this screen is in English except for the link to the Spanish version

\* :: Added USCIS E-Verify Self Check Proposed Website Content

\* :: Need content for email and phone number in text

\* :: Need "printer friendly" graphic from USCIS if they would like to include on page.

---

**E-Verify Self Check**

### Notice of Mismatch with Social Security Administration (SSA) Records

[5] [F] Print  [3] Ver en Español [E]  [C]

**For SSA Field Office Staff: Use EV-STAR and See POMS RM 00206.305ff**

Name of the Employee (Last Name, First Name)      Date of Mismatch

Employee's Social Security Number (SSN)      Case Verification Number

[2] Reason for this Referral Letter:

☐ **SSN does not match.** The Social Security Number (SSN) entered in E-Verify Self Check is valid, but the name and/or date of birth entered do not match SSA records.

☐ **SSN is invalid.** The SSN entered in E-Verify's Self Check is not a valid number.

☐ **SSA unable to confirm U.S. Citizenship.** Cannot confirm that the employee is eligible to work because SSA records do not show that the SSN holder is a U.S. citizen.

☐ **SSA record does not verify, Other Reason.** SSA found a discrepancy in the record

☐ **SSA unable to process data.** SSA found a discrepancy in other data in the record. [D]

[4] **Instructions**

**Why You Have This Notice**
You have just checked your work authorization records against the Social Security Administration (SSA) databases through your use of the E-Verify Self Check…[content continues]

[6] Return Home [G] [7] ☒ Close [H]

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Self Check Wireframes :: **8.2** :: **Will Not Contact SSA**

PROJECT: **E-Verify Self Check Wireframes**
ORIGINAL DATE: **June 9, 2010**          ITERATION: **20.0**
REVISION DATE: **December 7, 2010**          PAGE: **25 of 45**

## CONTENT NOTES:

**A** :: Multi-step process graphic. This graphic will show that there are four steps in the Self Check process and will highlight the step in which the user is currently engaged

**B** :: Page title

**C** :: Main content. Explanation that an SSA mismatch may result in an E-Verify TNC

**D** :: Button to return user to homepage

## FUNCTION NOTES:

**1** :: Step four of the multi-step process graphic is highlighted

**2** :: Clicking this button will take the user to the Self Check homepage

## FIELD DATA NOTES:

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES:

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content

---

**E-Verify Self Check**

| HOME PAGE |
| ABOUT SELF CHECK |
| HOW TO USE SELF CHECK |
| OUR COMMITMENT TO PRIVACY |
| QUESTIONS |

ESTABLISH IDENTITY          CONFIRM WORK ELIGIBILITY
1 ENTER ID DATA    2 TAKE A QUIZ    3 ENTER DOCUMENT DATA    4 GET RESULTS

### You Have Chosen Not to Contact SSA

You have chosen not to contact the Social Security Administration (SSA) to determine what may be wrong with the data in your SSA records and correct any potential errors.

This means that if you are hired by an employer that participates in the E-Verify program you are likely to get an E-Verify SSA Tentative Non-Confirmation (TNC). At that time, you will have the opportunity to contest the TNC by contacting SSA to correct any errors that may exist in your records. If you chose not to contest the TNC, or if you are unable to resolve the problem with your records, you may be terminated by your employer.

Thank you for using Self Check!

[🏠 Return Home]

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U.S. Citizenship and Immigration Services

## CONTENT NOTES:

**A** :: Page title

**B** :: Dynamic text. The user's first/last name and A-number/I-94 number, the current date, and the Case Verification Number (provided by VIS) are displayed and labeled

**C** :: Instructions describing the process to visit an SSA office to resolve the mismatch

**D** :: Button to view the Spanish version of the mismatch guidance

**E** :: Button to print mismatch page

**F** :: Button to return to the homepage

**G** :: Button to close browser window

## FUNCTION NOTES:

**2** :: Clicking this button will take the user to screen 8.5 with a Spanish translation of the guidance

**3** :: Within the text box, there are two shaded portions of text ("***IMPORTANT****) regarding instructions to users

**4** :: Clicking this button will bring up a print dialog box for the user

**5** :: Clicking this button will take the user to the Self Check homepage

**6** :: Clicking this button will close the browser window

## FIELD DATA NOTES:

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES

:: All content on this screen is in English except for the link to the Spanish version

* :: Added USCIS E-Verify Self Check Proposed Website Content

* :: Need content for email and phone number in text

* :: Need "printer friendly" graphic from USCIS if they would like to include on page.

---

# E-Verify Self Check

## Notice of Possible Mismatch with Department of Homeland Security (DHS) Records

[Print] [Ver en Español]

| Name of Employee (Last Name, First Name) | Date of Mismatch |
| --- | --- |
| Employee's A-Number OR I-94 number | Case Verification Number |

### Instructions

**Why You Have This Notice**
You have just checked your work authorization records against the Department of Homeland Security's (DHS) immigration record databases through your use of the E-Verify Self Check program.

You received this Notice because DHS could not automatically verify that you are eligible to work in the United States. This means that DHS was unable to automatically…[content continues]

[Return Home] [Close]

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U.S. Citizenship and Immigration Services

## CONTENT NOTES:

**A** :: Multi-step process graphic. This graphic will show that there are four steps in the Self Check process and will highlight the step in which the user is currently engaged

**B** :: Page title

**C** :: Main content. Explanation that a DHS mismatch may result in an E-Verify TNC

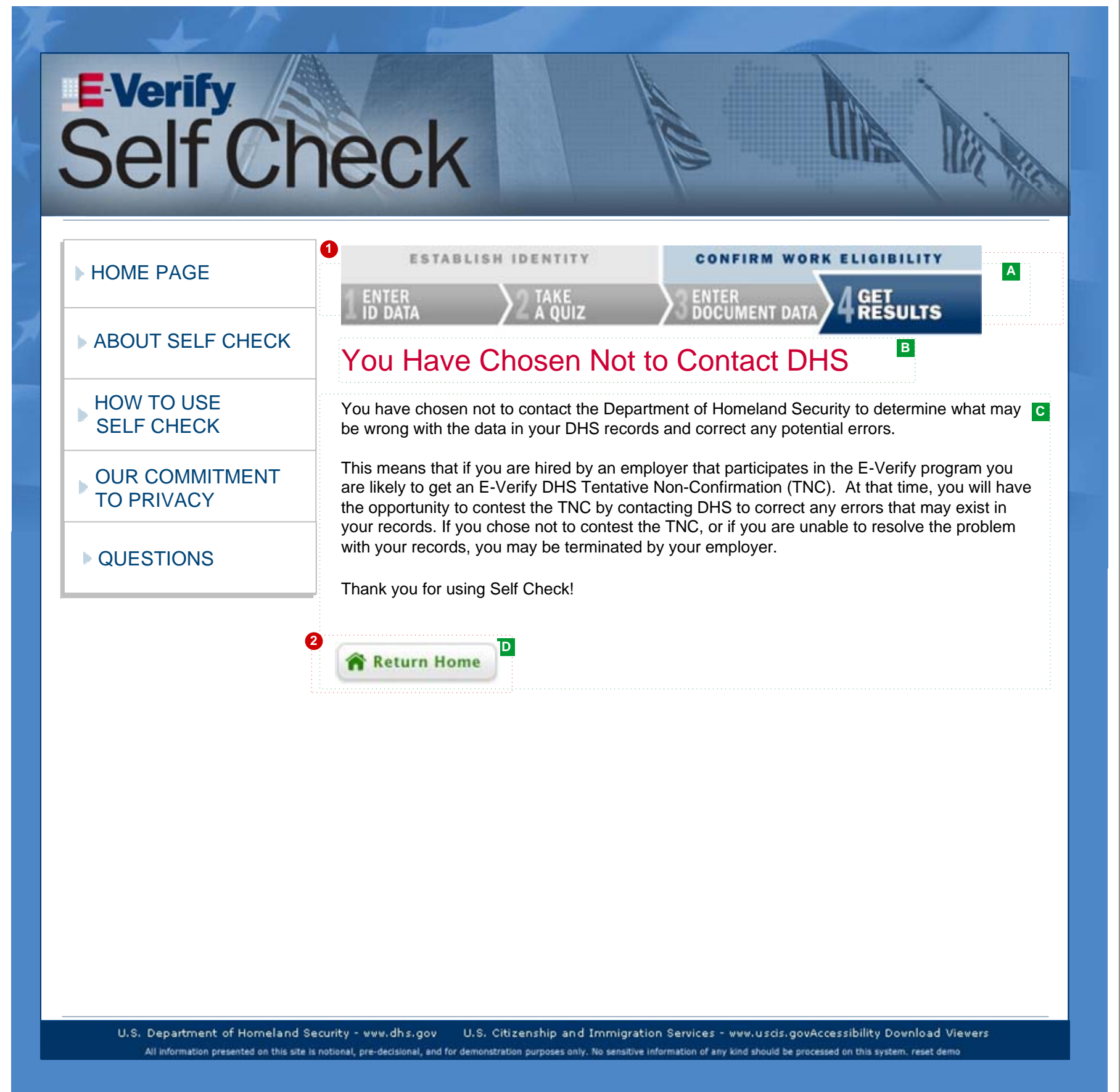**D** ::Button to return to homepage

## FUNCTION NOTES:

**1** :: Step four of the multi-step process graphic is highlighted

**2** :: Clicking this button will take the user to the Self Check homepage

## FIELD DATA NOTES:

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES:

\* :: Added USCIS E-Verify Self Check Proposed Website Content

---

E-Verify Self Check

- ▶ HOME PAGE
- ▶ ABOUT SELF CHECK
- ▶ HOW TO USE SELF CHECK
- ▶ OUR COMMITMENT TO PRIVACY
- ▶ QUESTIONS

**1** ESTABLISH IDENTITY · CONFIRM WORK ELIGIBILITY

1 ENTER ID DATA · 2 TAKE A QUIZ · 3 ENTER DOCUMENT DATA · 4 GET RESULTS  **A**

### You Have Chosen Not to Contact DHS  **B**

You have chosen not to contact the Department of Homeland Security to determine what may be wrong with the data in your DHS records and correct any potential errors.  **C**

This means that if you are hired by an employer that participates in the E-Verify program you are likely to get an E-Verify DHS Tentative Non-Confirmation (TNC).  At that time, you will have the opportunity to contest the TNC by contacting DHS to correct any errors that may exist in your records. If you chose not to contest the TNC, or if you are unable to resolve the problem with your records, you may be terminated by your employer.

Thank you for using Self Check!

**2** 🏠 Return Home  **D**

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## CONTENT NOTES:

**A** :: Page title

**B** :: A reference to the SSA Program Operations Manual System (POMS)

**C** :: Dynamic text. The user's first/last name and SSN, the current date, and the Case Verification
       Number (provided by VIS) are displayed and labeled. The five potential SSA mismatch reasons
       are displayed and the appropriate one is marked

**D** :: Instructions describing the process to visit an SSA office to resolve the mismatch

**E** :: Button to view the English version of the mismatch guidance

**F** :: The Spanish translation of the E-Verify Self Check mismatch guidance will be generated after the
       finalization of the English version)

**G** :: Content requires updates (see general notes below)

**H** :: Button to print mismatch page

**I** :: Button to return to the homepage

**J** :: Button to close browser window
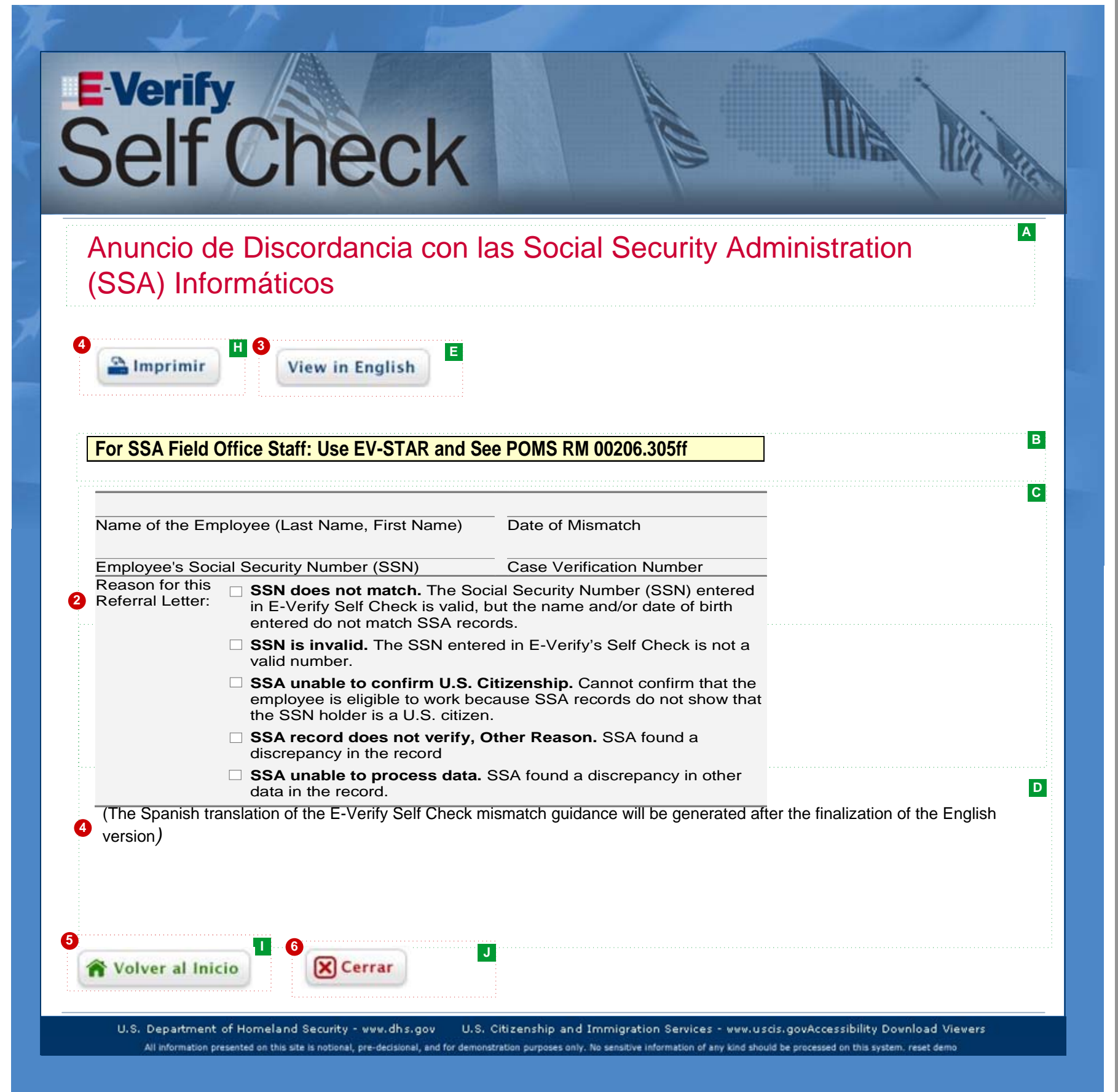
## FUNCTION NOTES:

**2** :: The reason for the user's mismatch is provided by VIS. That reason is marked on the SSA
       mismatch guidance page

**3** :: Clicking this button will take the user to screen *8.1* with an English translation of the guidance

**4** :: Clicking this button will open a printer friendly dialog box for the user

**5** :: Clicking this button will take the user to the Self Check homepage

**6** :: Clicking this button will close the browser window

## FIELD DATA NOTES:

## ESDO PROJECT TEAM NOTES/EDITS/QUESTIONS:

:: The "printer friendly" branding does not have a left navigation menu, uses a header and footer
  designed to mimic the E-Verify TNC letter, and is designed to be printed or saved as a document

:: All content on this screen is in Spanish except for the link to the English version

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content

**\*** :: Need to provide phone number for E-Verify Customer Support

**\*** :: Need "printer friendly" graphic from USCIS if they would like to include on page.

---

## E-Verify Self Check

**A** Anuncio de Discordancia con las Social Security Administration (SSA) Informáticos

**4** 🖨 Imprimir  **H** **3** View in English  **E**

**B** For SSA Field Office Staff: Use EV-STAR and See POMS RM 00206.305ff

**C**

Name of the Employee (Last Name, First Name)  Date of Mismatch

Employee's Social Security Number (SSN)  Case Verification Number

**2** Reason for this Referral Letter:

☐ **SSN does not match.** The Social Security Number (SSN) entered in E-Verify Self Check is valid, but the name and/or date of birth entered do not match SSA records.

☐ **SSN is invalid.** The SSN entered in E-Verify's Self Check is not a valid number.

☐ **SSA unable to confirm U.S. Citizenship.** Cannot confirm that the employee is eligible to work because SSA records do not show that the SSN holder is a U.S. citizen.

☐ **SSA record does not verify, Other Reason.** SSA found a discrepancy in the record

☐ **SSA unable to process data.** SSA found a discrepancy in other data in the record.

**D**

**4** (The Spanish translation of the E-Verify Self Check mismatch guidance will be generated after the finalization of the English version*)*

**5** 🏠 Volver al Inicio  **I**  **6** ❌ Cerrar  **J**

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## CONTENT NOTES:

**A** :: Page title

**B** :: Dynamic text. The user's first/last name and A-number/I-94 number, the current date, and the Case Verification Number (provided by VIS) are displayed and labeled

**C** :: Instructions describing the process to visit an SSA office to resolve the mismatch

**D** :: Button to view the English version of the mismatch guidance

**E** :: Content requires updates (see general notes below)

**F** :: The Spanish translation of the E-Verify Self Check mismatch guidance will be generated after the finalization of the English version)

**G** :: Content requires updates (see general notes below)

**H** :: Button to print page

**I** :: Button to return user to homepage

**J** :: Button to close browser window

## FUNCTION NOTES:

**2** :: Clicking this button will take the user to screen *8.3* with an English translation of the guidance

**3** :: Clicking this button will open a printer friendly dialog box for the user

**4** :: Clicking this button will take the user to the Self Check homepage

**5** :: Clicking this button will close the browser window

## FIELD DATA NOTES:

## ESDO PROJECT TEAM NOTES/EDITS/QUESTIONS:

:: The "printer friendly" branding does not have a left navigation menu, uses a header and footer designed to mimic the E-Verify TNC letter, and is designed to be printed or saved as a document

:: All content on this screen is in Spanish except for the link to the English version

\* :: Added USCIS E-Verify Self Check Proposed Website Content

\* :: Need to provide phone number for E-Verify Customer Support

\* :: Need "printer friendly" graphic from USCIS if they would like to include on page.

---

## E-Verify Self Check

# Anuncio de Discordancia Posible con las Department of Homeland Security (DHS) informáticos

[H] Imprimir      [D] View in English

| Lastname, Firstname | Month 31, 1900 |
|---|---|
| Name (Last, First) | Date of Mismatch |
| A-123456789 | VER20100010101AA |
| A-Number OR I-94 Number | Case Verification Number |

(The Spanish translation of the E-Verify Self Check mismatch guidance will be generated after the finalization of the English version

[I] Volver al Inicio      [J] Cerrar

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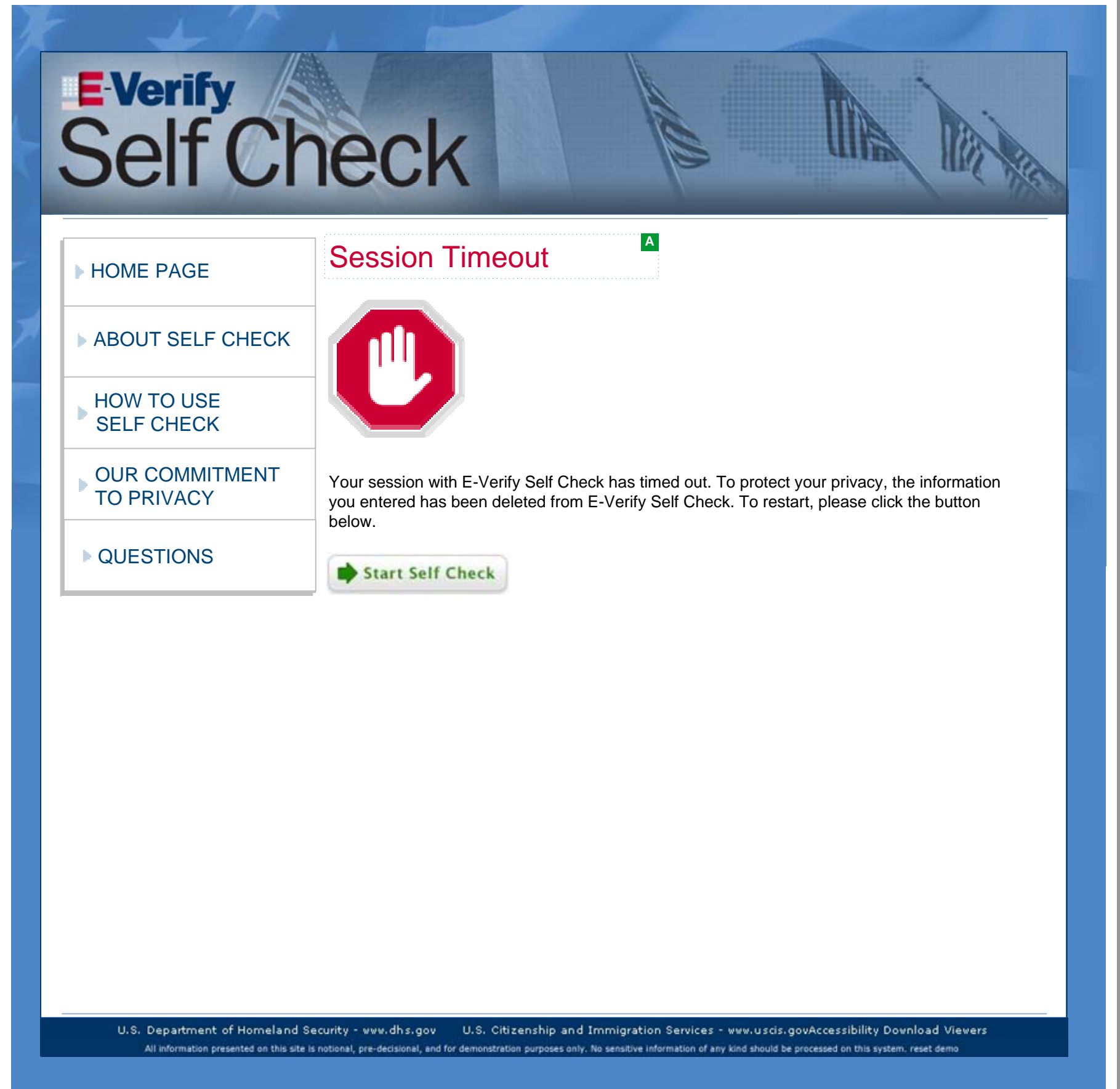
Self Check Wireframes :: **9.1** :: **Session Timeout**

PROJECT: **E-Verify Self Check Wireframes**
ORIGINAL DATE: **June 9, 2010**    ITERATION: **20.0**
REVISION DATE: **December 7, 2010**    PAGE: **30** of **45**

**U.S. Citizenship and Immigration Services**

**CONTENT NOTES:**

**A** :: Page title

**FUNCTION NOTES:**

**FIELD DATA NOTES:**

**GENERAL NOTES & *ESDO PROJECT TEAM UPDATES:**

**\*** :: Need to develop content

---

**E-Verify Self Check**

- ▶ HOME PAGE
- ▶ ABOUT SELF CHECK
- ▶ HOW TO USE SELF CHECK
- ▶ OUR COMMITMENT TO PRIVACY
- ▶ QUESTIONS

## Session Timeout  **A**

Your session with E-Verify Self Check has timed out. To protect your privacy, the information you entered has been deleted from E-Verify Self Check. To restart, please click the button below.

**➜ Start Self Check**

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## CONTENT NOTES:
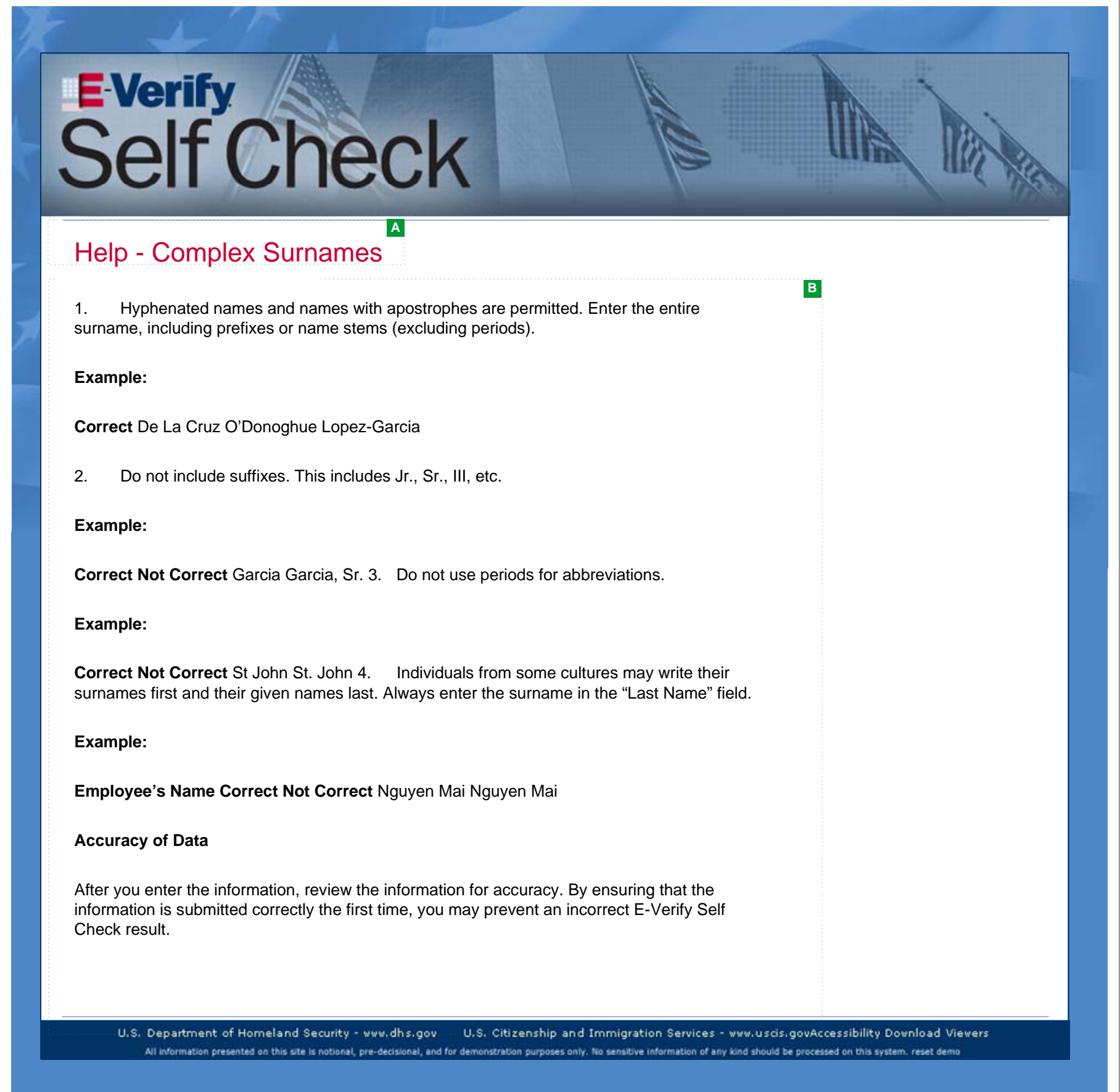
**A** :: Page title

**B** :: Main content. Explanation of what should go in the appropriate text box or selected from the drop down list

## FUNCTION NOTES:

## FIELD DATA NOTES:

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES:

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content

---

**E-Verify Self Check**

### Help - Complex Surnames

1.      Hyphenated names and names with apostrophes are permitted. Enter the entire surname, including prefixes or name stems (excluding periods).

**Example:**

**Correct** De La Cruz O'Donoghue Lopez-Garcia

2.      Do not include suffixes. This includes Jr., Sr., III, etc.

**Example:**

**Correct Not Correct** Garcia Garcia, Sr. 3.   Do not use periods for abbreviations.

**Example:**

**Correct Not Correct** St John St. John 4.     Individuals from some cultures may write their surnames first and their given names last. Always enter the surname in the "Last Name" field.

**Example:**

**Employee's Name Correct Not Correct** Nguyen Mai Nguyen Mai

**Accuracy of Data**

After you enter the information, review the information for accuracy. By ensuring that the information is submitted correctly the first time, you may prevent an incorrect E-Verify Self Check result.

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U.S. Citizenship
and Immigration
Services

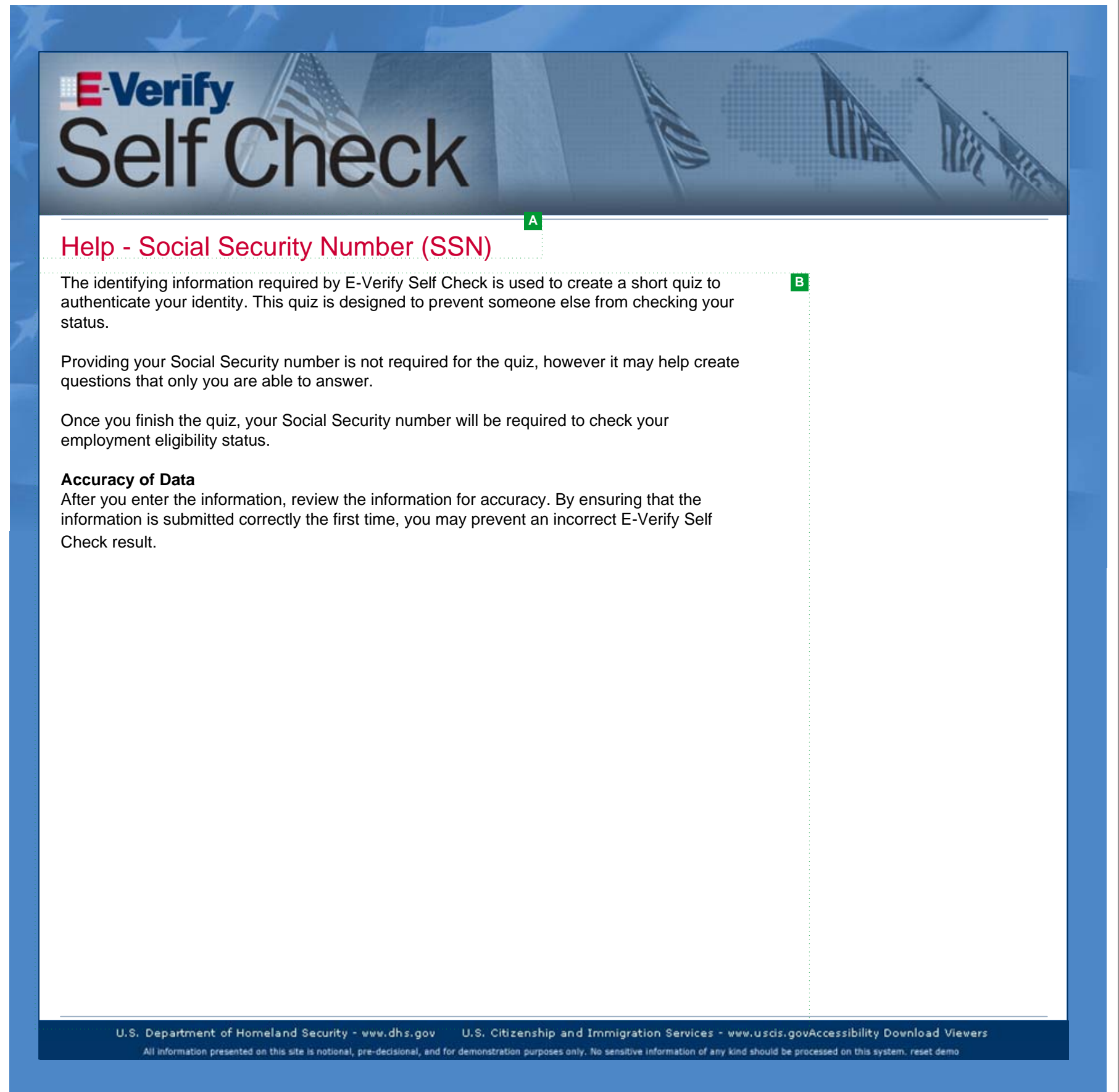## CONTENT NOTES:

**A** :: Page title

**B** :: Main content. Explanation of what should go in the appropriate text box or selected from the drop down list

## FUNCTION NOTES:

## FIELD DATA NOTES:

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES:

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content

---

**E-Verify**
**Self Check**

**A**

## Help - Social Security Number (SSN)

**B**

The identifying information required by E-Verify Self Check is used to create a short quiz to authenticate your identity. This quiz is designed to prevent someone else from checking your status.

Providing your Social Security number is not required for the quiz, however it may help create questions that only you are able to answer.

Once you finish the quiz, your Social Security number will be required to check your employment eligibility status.

**Accuracy of Data**
After you enter the information, review the information for accuracy. By ensuring that the information is submitted correctly the first time, you may prevent an incorrect E-Verify Self Check result.

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## CONTENT NOTES:

**A** :: Page title

**B** :: Need Anakam recommendations on Address – formatting, PO Boxes, etc)

## FUNCTION NOTES:

## FIELD DATA NOTES:

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES:

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content

### E-Verify Self Check

### Help - Address

To ensure the best identity assurance quiz, please follow this guidance:
o      For street addresses, enter the house number, the street name, and the apartment/unit number (if applicable)
o      A PO BOX can be used
o      A dorm room or campus address can be used if it is an actual US Postal Service address

If you have recently changed your address, you might not receive a quiz. If this happens, try again with your previous address.

**Accuracy of Data**
After you enter the information, review the information for accuracy. By ensuring that the information is submitted correctly the first time, you may prevent an incorrect E-Verify Self Check result.

U.S. Citizenship and Immigration Services

**CONTENT NOTES:**

**A** :: Page title

**B** :: Main content. Explanation of what should go in the appropriate text box or selected from the drop down list

**FUNCTION NOTES:**

**FIELD DATA NOTES:**

**GENERAL NOTES & *ESDO PROJECT TEAM UPDATES:**

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content

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**E-Verify Self Check**

**A**

## Citizenship Status

**B**

**U.S. Citizen**
A citizen of the United States according to the Constitution and laws of the United States, either by birth or naturalization.

**Noncitizen Nationals of the United States**
Persons born in American Samoa; certain former citizens of the former Trust Territory of the Pacific Islands who relinquished their U.S. citizenship acquired under section 301 of Public Law 94-241 (establishing the Commonwealth of the Northern Mariana Islands) by executing a declaration before an appropriate court that they intended to be noncitizen nationals rather than U.S. citizens; and certain children of noncitizen nationals born abroad. Generally, noncitizen nationals are American Samoans.

**Lawful Permanent Resident**
A noncitizen who has been lawfully granted the privilege of residing and working permanently in the United States.

**Alien Authorized to Work**
A noncitizen who is allowed to work because of his or her immigration status or a noncitizen who is granted work authorization by USCIS upon request. This option should not be selected for a Lawful Permanent Resident.

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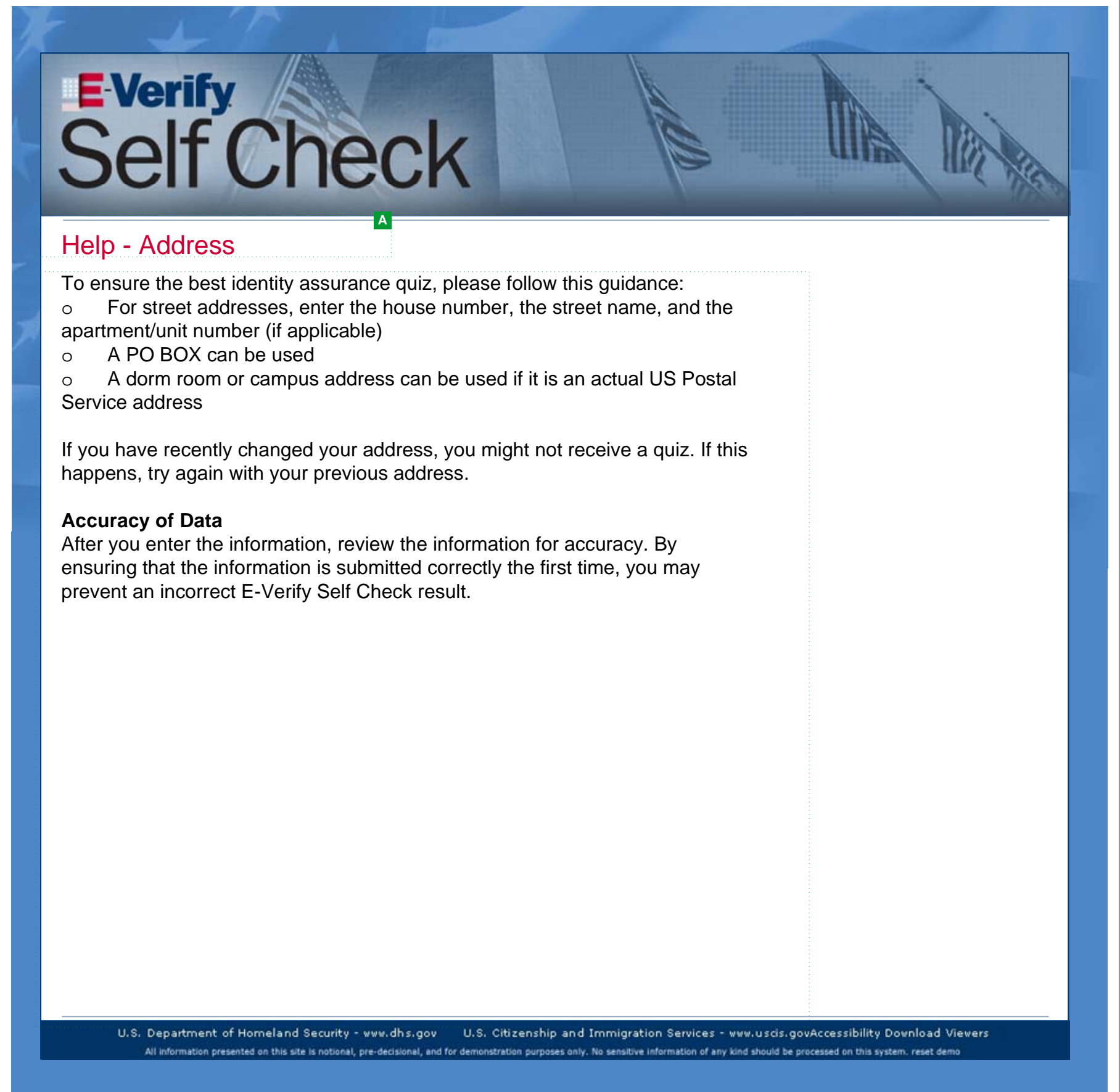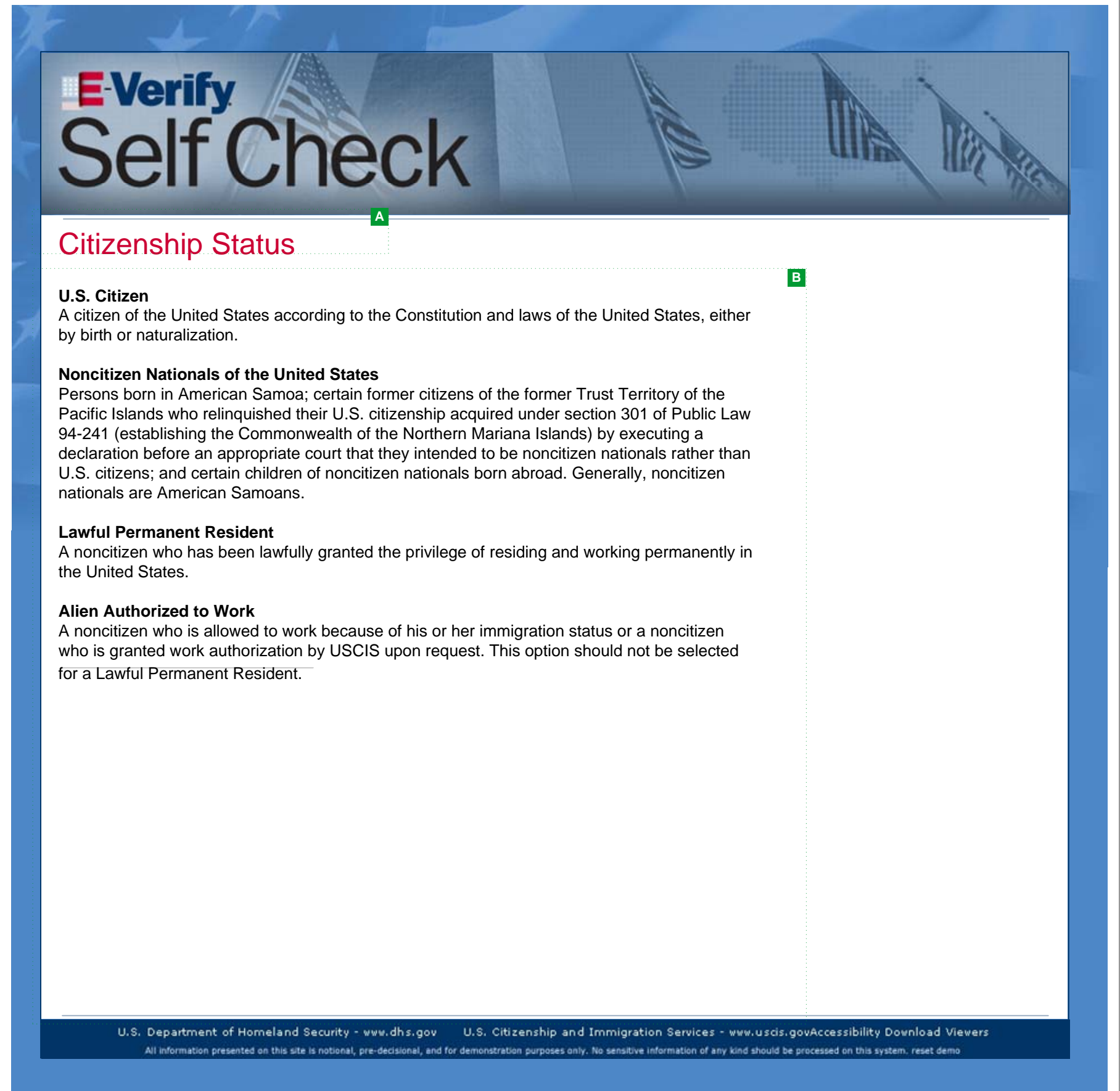## CONTENT NOTES:

**A** :: Page title

**B** :: Main content. Explanation of what should go in the appropriate text box or selected from the drop down list

## FUNCTION NOTES:

## FIELD DATA NOTES:

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES:

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content



**Help - U.S. Passport and Passport Card Number**

**U.S. Passport Number**
The U.S. Department of State issues U.S. Passports to U.S. citizens and U.S. nationals. There are a few versions still in circulation that vary from the version shown here. The U.S. Passport number, circled below, will always contain nine (9) digits.

**U.S. Passport Card Number**
The U.S. Department of State also issues a U.S. passport card to U.S. citizens and U.S. nationals. The U.S. Passport Card is a wallet-size card that can only be used for land and sea travel between the United States and Canada, Mexico, the Caribbean, and Bermuda. The U.S. Passport Card number, circled below, begins with the letter "C", followed by eight (8) digits.
…[content continues]

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## CONTENT NOTES:

**A** :: Page title

**B** :: Main content. Explanation of what should go in the appropriate text box or selected from the drop down list

## FUNCTION NOTES:

## FIELD DATA NOTES:

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES:

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content

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# E-Verify Self Check

**A**

## Help - U.S. Passport and Passport Card Expiration Date

**B**

**U.S. Passport Expiration Date**

The U.S. Department of State issues U.S. Passports to U.S. citizens and U.S. nationals. There are a few versions still in circulation that vary from the version shown here. The U.S. Passport expiration date is circled below.



**U.S. Passport Card Expiration Date**

The U.S. Department of State also issues U.S. Passport Cards to U.S. citizens and U.S. nationals. The U.S. Passport Card is a wallet-size card that can only be used for land and sea travel between the United States and Canada, Mexico, the Caribbean, and Bermuda. The U.S. Passport Card expiration date is circled below.



**Accuracy of Data**

After you enter the information, review the information for accuracy. By ensuring that the information is submitted correctly the first time, you may prevent an incorrect E-Verify Self

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## CONTENT NOTES:

**A** :: Page title

**B** :: Main content. Explanation of what should go in the appropriate text box or selected from the drop down list

## FUNCTION NOTES:

## FIELD DATA NOTES:

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES:

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content



**A**

## Help - Card Number

**B**

**Permanent Resident Card**
The Permanent Resident Card, Form I-551, was first introduced in December 1997, and the latest version of the card was introduced in November 2004. A sample of each card is displayed below with the card number circled in red. Enter the entire number including letters.

**Form I-551 Resident Alien Card**
Resident Alien Cards…[content continues]

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## U.S. Citizenship and Immigration Services

# Self Check Wireframes :: **9.9** :: **Help - MRIV**

## CONTENT NOTES:

**A** :: Page title

**B** :: Main content. Explanation of what should go in the appropriate text box or selected from the drop down list

## FUNCTION NOTES:

## FIELD DATA NOTES:

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES:

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content

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## E-Verify Self Check

### Help - MRIV

Temporary I-551 printed notation on a machine-readable immigrant visa (MRIV).

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## CONTENT NOTES:

**A** :: Page title

**B** :: Main content. Explanation of what should go in the appropriate text box or selected from the drop down list
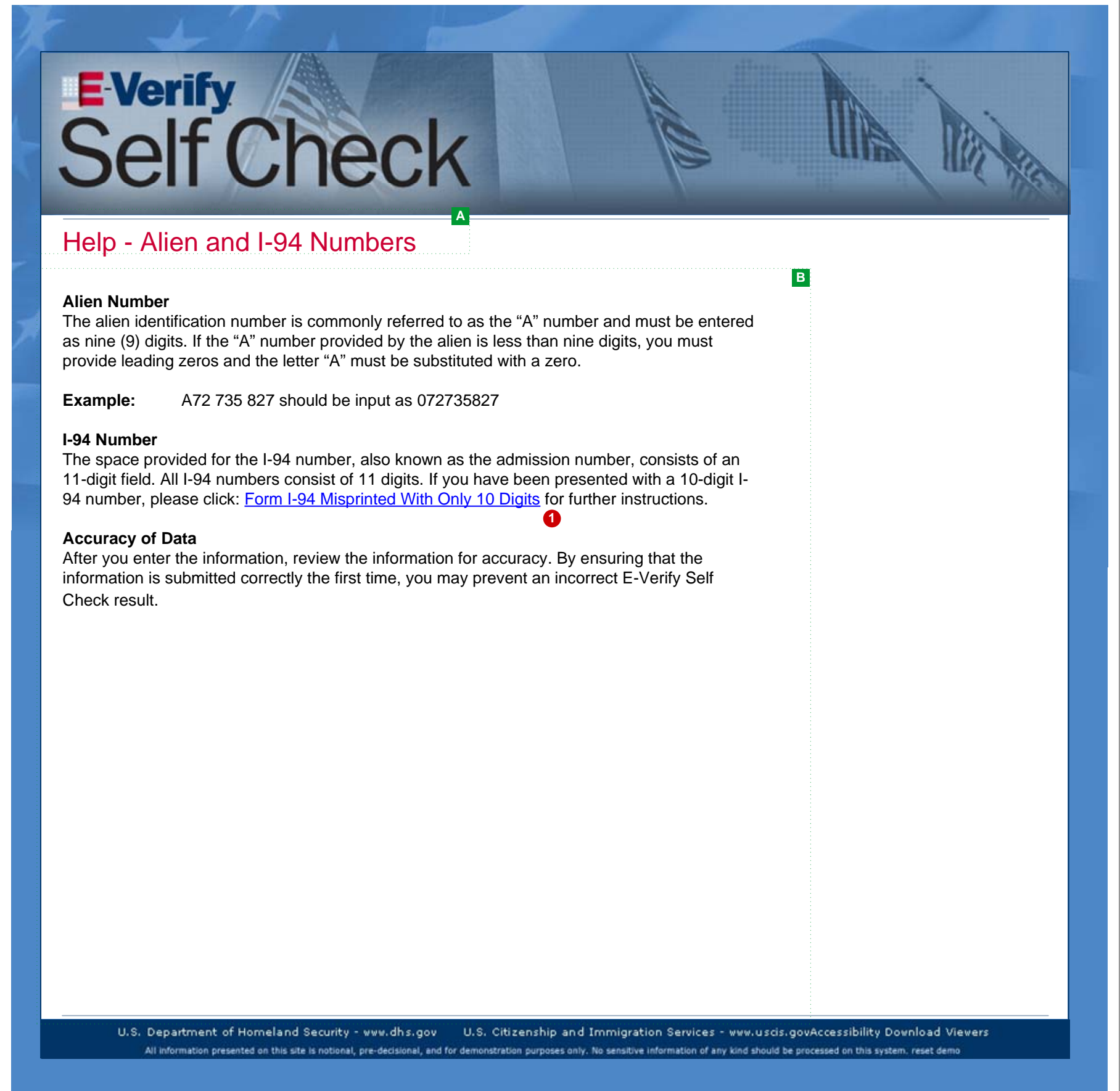
## FUNCTION NOTES:

**1** :: Inline text links will be used to route users to other Self Check or USCIS web pages

## FIELD DATA NOTES:

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES:

**\*** :: Added USCIS E-Verify Self Check Proposed Website Content

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# E-Verify
# Self Check

## Help - Alien and I-94 Numbers

**Alien Number**
The alien identification number is commonly referred to as the "A" number and must be entered as nine (9) digits. If the "A" number provided by the alien is less than nine digits, you must provide leading zeros and the letter "A" must be substituted with a zero.

**Example:**     A72 735 827 should be input as 072735827

**I-94 Number**
The space provided for the I-94 number, also known as the admission number, consists of an 11-digit field. All I-94 numbers consist of 11 digits. If you have been presented with a 10-digit I-94 number, please click: Form I-94 Misprinted With Only 10 Digits for further instructions. ❶

**Accuracy of Data**
After you enter the information, review the information for accuracy. By ensuring that the information is submitted correctly the first time, you may prevent an incorrect E-Verify Self Check result.

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Self Check Wireframes :: **9.11** :: **Help - VISA**

U.S. Citizenship and Immigration Services

## CONTENT NOTES:

**A** :: Page title

**B** :: Main content. Explanation of what should go in the appropriate text box or selected from the drop down list

## FUNCTION NOTES:

## FIELD DATA NOTES:

## GENERAL NOTES & *ESDO PROJECT TEAM UPDATES:

* :: Added USCIS E-Verify Self Check Proposed Website Content

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E-Verify Self Check

### Help - Visa Numbers

**A**

The Visa Foil Number, also referred to as the Visa Number, is a RED, 8-digit number printed on the bottom right of the visa.    **B**

An employee may have several U.S. visas in his or her passport. Use the most recent visa, evidenced by the **issue date** printed in the center of the visa.

**NOTE:** If the employee is a lawful permanent resident, you do not need to enter his or her Visa Foil Number.



Earlier versions of the United States visa may still be valid, and are reproduced below for your reference.

**Examples:**

….[content continues]

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