

My Wage Report (myWR) Application Screen Changes



Last Updated: 03/03/2023

Background

The myWage Report tool is an online wage reporting tool located within my Social Security portal. myWR is a part of mySSA project which uses the pro template for the screens. Available on a computer or smartphone, this tool allows certain recipients and representative payees with **my Social Security** account to report pay-slip information online.

Purpose

The purpose of this document is to put together a screen package for all the screen changes, and any new screens added and to gain understanding in the changes in myWR application.

Screen links

[Self-Reporter Screens](#)

[Rep-Payee Screens](#)

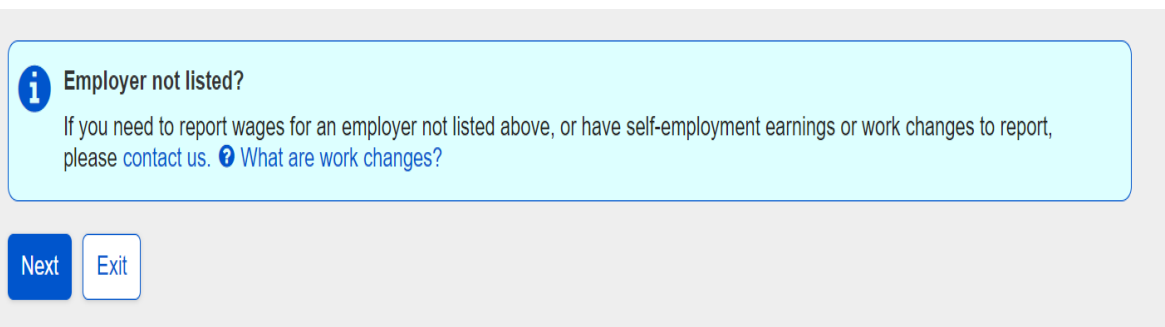
Screen changes

Self- Reporter Screens

- New header and footer added.
- Application title is removed from all self-reporter screens.
- Colon “:” used at the end of a sentence are removed.
- Application icon ‘Edit’ is added to all self-reporter screens.



- Self-Reporter Choose Employer screens language change on blue information box from “If you need to report wages for an employer not listed above, or have self-employment earnings or work changes to report, please contact us or your local Social Security field office.” to “If you need to report wages for an employer not listed above, or have self-employment earnings or work changes to report, please contact us.” Including only two buttons “Next” and “Exit”.



- Wage Report Employer Table screen “Add pay stub for this employer” button changed from primary to secondary button.

my Social Security Pat Smith Sign Out

Home Messages My Profile

Wage Reporting

Employer 1 Wages

How frequently are you paid by this employer?

--

Add or update pay stub information below to report wages for this employer

Pay Period	Gross Pay	Pay Date	Actions
Please select the button below to report wages.			

Add pay stub for this employer

Next Previous Exit

- Wage Report Data Entry Screen all input fields are aligned vertically by moving “Pay period end” section to the left of the screen.
- Year input field date is updated up to 2022.

my Social Security Pat Smith Sign Out

Home Messages My Profile

Wage Reporting

Add Pay Stub for Employer 1

Pay period start

Month Day Year

-- -- --

Pay period end

Month Day Year

-- -- --

Gross pay for this pay period [What's this?](#)

Gross pay might be listed on a pay stub as 'Current Total', 'Current Amount', or something similar. Do not enter the 'Net Pay' or 'YTD Gross'.

\$

What date were you paid?

If you receive direct deposit, this is the date the wages were deposited into an account.

Month Day Year

-- -- --

Update Cancel

OMB No. xxx-xxxx | Privacy Policy | Privacy Act Statement | Accessibility Help

- Wage Report (entered wages) screen “Add pay stub for this employer” button changed from primary to secondary button.

The screenshot shows the 'my Social Security' interface for 'Wage Reporting'. At the top, there is a navigation bar with 'Home', 'Messages', and 'My Profile' links, and a user profile for 'Pat Smith Sign Out'. Below this is a blue information box stating: 'Your wage report has not yet been submitted. Select "Next" to review your wage report and add wages for any additional employers before submitting.' The main section is titled 'Employer 1 Wages' and includes a dropdown menu for 'How frequently are you paid by this employer?' set to 'Every Two Weeks'. Below this is a table for reporting wages:

Pay Period	Gross Pay	Pay Date	Actions
02/05/2021 - 02/18/2021	\$350.00	02/24/2021	Update Delete

Below the table is a secondary button labeled 'Add pay stub for this employer'. At the bottom of the form are 'Next', 'Previous', and 'Exit' buttons. The footer contains OMB No. xxxx-xxxx, Privacy Policy, Privacy Act Statement, and Accessibility Help links.

- All Wage Report Review Paystubs screen blue information box text changed from “This report cannot be changed online after submitting. To make any changes after submitting this report you will need to contact your local Social Security field office or contact us.” to “This report cannot be changed online after submitting. To make any changes after submitting this report, you will need to contact us.”

The screenshot shows a blue information box with the following text: 'Ready to submit this wage report? This report cannot be changed online after submitting. To make any changes after submitting this report, you will need to contact us.'

- All confirmation page screens green success message box includes new text “You will receive a confirmation receipt in your Message Center inbox.”
- “View receipt” button has been removed.
- On blue information box language has been changed from “To report work changes or self-employment earnings, please contact your local Social Security field office or contact us.” To “To report work changes or self-employment earnings, please contact us.”

The screenshot shows the 'my Social Security' interface for 'Wage Reporting' after successful submission. At the top, there is a navigation bar with 'Home', 'Messages', and 'My Profile' links, and a user profile for 'Pat Smith Sign Out'. Below this is a green success message box stating: 'Your wage report for May 2021 was successfully submitted at 1:00 PM on June 20, 2021. You will receive a confirmation receipt in your Message Center inbox. We recommend that you also save or print a copy of the wage report receipt for your records. Please report your wages for June in the first six days of July to avoid incorrect payments. To report any wages that you received before May 2021, please contact us.' Below this is a blue information box asking: 'Have you had any changes in employment, or are you self-employed? To report work changes or self-employment earnings, please contact us.' At the bottom of the form is a 'Done' button. The footer contains OMB No. xxxx-xxxx, Privacy Policy, Privacy Act Statement, and Accessibility Help links.

- Error screens language changed from “contact your local field office or contact us” to “contact us”.

Service Unavailable Error screen

The screenshot shows the top navigation bar with the my Social Security logo and the user name 'Pat Smith Sign Out'. Below the navigation bar are links for Home, Messages, and My Profile. The main content area is titled 'Wage Reporting' and contains a red error message box with a red 'x' icon. The message reads: 'We're sorry, wage reporting is currently not available. If you wish to submit wages online, please try again later or [contact us](#).' Below the message box is a blue 'Exit' button. At the bottom of the page are links for OMB No. xxxx-xxxx, Privacy Policy, Privacy Act Statement, and Accessibility Help.

Submission Failure Error screen

The screenshot shows the top navigation bar with the my Social Security logo and the user name 'Pat Smith Sign Out'. Below the navigation bar are links for Home, Messages, and My Profile. The main content area is titled 'Wage Reporting' and contains a red error message box with a red 'x' icon. The message reads: 'We're sorry, we cannot process your request at this time. If you wish to submit wages online, please try again later or [contact us](#).' Below the message box is a blue 'Exit' button. At the bottom of the page are links for OMB No. xxxx-xxxx, Privacy Policy, Privacy Act Statement, and Accessibility Help.

Unauthorized Access Error screen

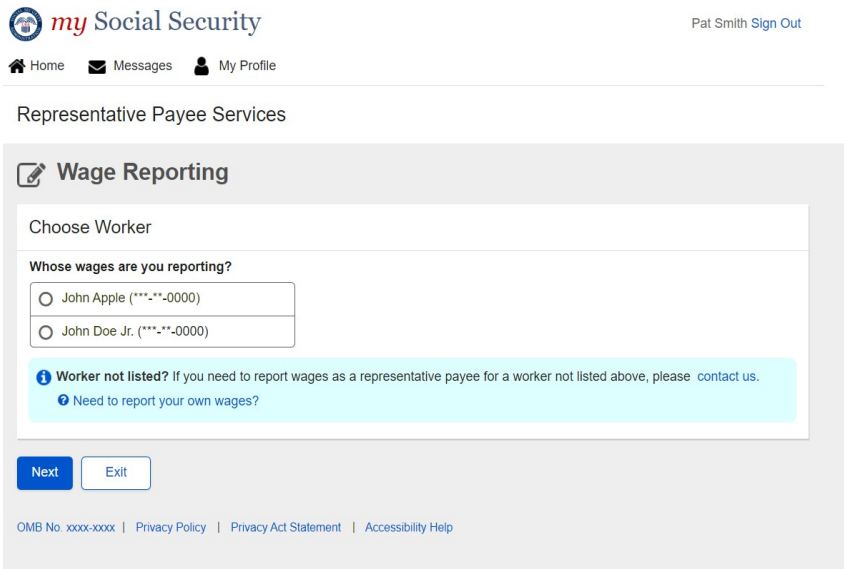
The screenshot shows the top navigation bar with the my Social Security logo and the user name 'Pat Smith Sign Out'. Below the navigation bar are links for Home, Messages, and My Profile. The main content area is titled 'Wage Reporting' and contains a red error message box with a red 'x' icon. The message reads: 'You are not currently able to report wages online. If you need to report wages for yourself, or for someone else as a representative payee, please [contact us](#).' Below the message box is a blue 'Exit' button. At the bottom of the page are links for OMB No. xxxx-xxxx, Privacy Policy, Privacy Act Statement, and Accessibility Help.

Representative Payee Screens

- New header including title with “Representative Payee Services” and footer are added.
- Colon “:” used at the end of a sentence are removed.
- Application icon ‘Edit’ is added to all self-reporter screens.

Wage Reporting

- Choose worker screens blue information box language changed from “**Worker not listed?** If you need to report wages as a representative payee for a worker not listed above, please contact your local field office or contact us.” To “**Worker not listed?** If you need to report wages as a representative payee for a worker not listed above, please”.



my Social Security Pat Smith Sign Out

[Home](#) [Messages](#) [My Profile](#)

Representative Payee Services

Wage Reporting

Choose Worker

Whose wages are you reporting?

John Apple (***-**-0000)

John Doe Jr. (***-**-0000)

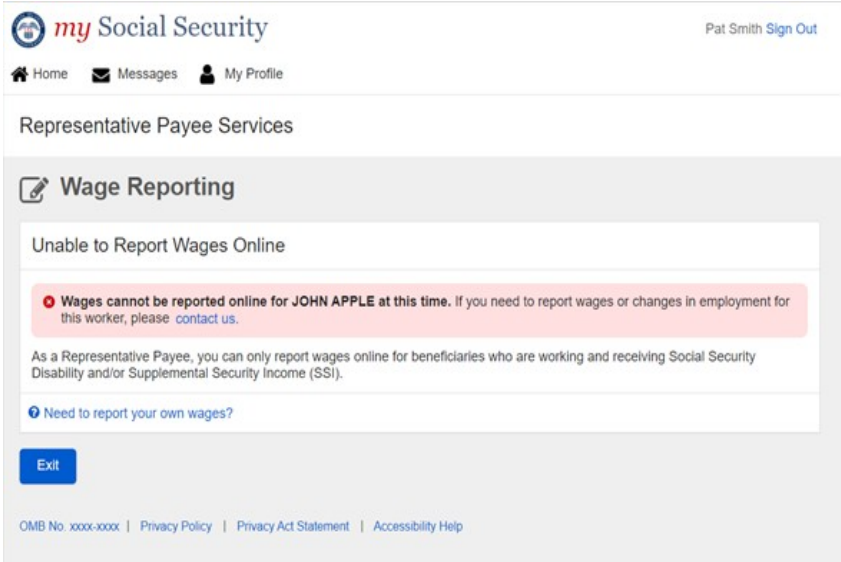
i **Worker not listed?** If you need to report wages as a representative payee for a worker not listed above, please [contact us](#).

i [Need to report your own wages?](#)

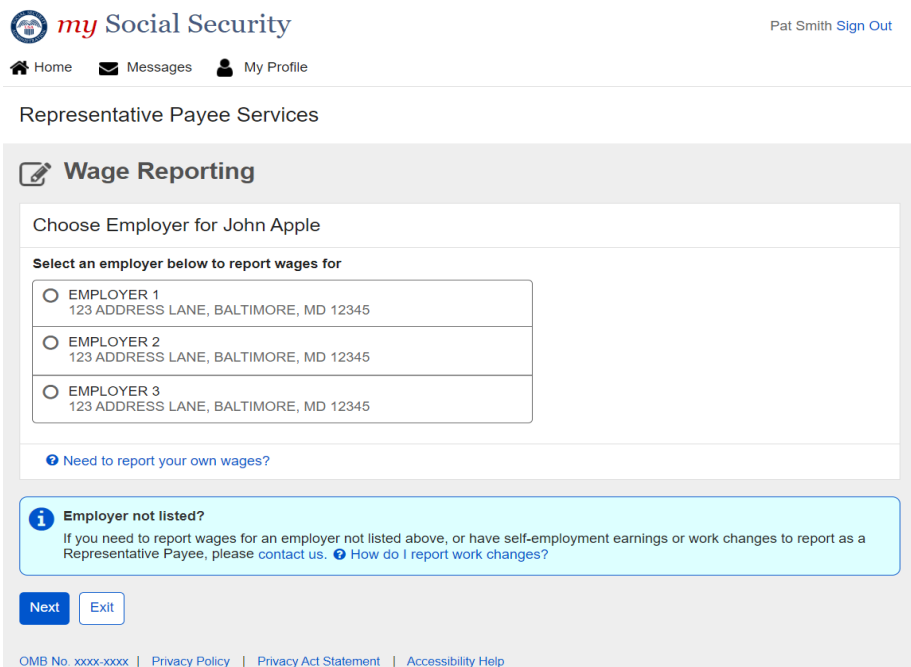
[Next](#) [Exit](#)

OMB No. xxxx-xxxx | [Privacy Policy](#) | [Privacy Act Statement](#) | [Accessibility Help](#)

- Choose worker error screen red ball language also changed.



- RP Choose Employer screens language change on blue information box from “If you need to report wages for an employer not listed above, or have self-employment earnings or work changes to report, please contact us or your local Social Security field office.” to “If you need to report wages for an employer not listed above, or have self-employment earnings or work changes to report, please contact us.” Including only two buttons “Next” and “Exit”



- Wage Report Employer Table screen “Add pay stub for this employer” button changed from primary to secondary button.

Representative Payee Services

Wage Reporting

Employer 1 Wages for John Apple

How frequently is John Apple paid by this employer?

--

Add or update pay stub information below to report wages for this employer

Pay Period	Gross Pay	Pay Date	Actions
Please select the button below to report wages.			

Add pay stub for this employer

Next Previous Exit

- Wage Report Data Entry Screen all input fields are aligned vertically by moving “Pay period end” section to the left of the screen.
- Year input field date is updated up to 2022.

Representative Payee Services

Wage Reporting

Add Pay Stub for Employer 1

Pay period start

Month Day Year

Pay period end

Month Day Year

Gross pay for this pay period [What's this?](#)

Gross pay might be listed on a pay stub as 'Current Total', 'Current Amount', or something similar. Do not enter the 'Net Pay' or 'YTD Gross'.

\$

What date was John Apple paid?

If you receive direct deposit, this is the date the wages were deposited into an account.

Month Day Year

Update Cancel

- Wage Report (entered wages) screen “Add pay stub for this employer” button changed from primary to secondary button.

Representative Payee Services

 Wage Reporting

i This wage report has not yet been submitted.
Select "Next" to review this wage report and add wages for any additional employers before submitting.

Employer 1 Wages for John Apple

How frequently is John Apple paid by this employer?

Add or update pay stub information below to report wages for this employer

Pay Period	Gross Pay	Pay Date	Actions
01/04/2021 - 01/09/2021	\$350.00	01/14/2021	Update Delete

[Add pay stub for this employer](#)

[Next](#) [Previous](#) [Exit](#)


- All RP-Wage Report Review Paystubs screen blue information box text changed from “This report cannot be changed online after submitting. To make any changes after submitting this report you will need to contact your local Social Security field office or contact us.” to “This report cannot be changed online after submitting. To make any changes after submitting this report, you will need to contact us.”


i Ready to submit this wage report?
This report cannot be changed online after submitting. To make any changes after submitting this report, you will need to contact us.

- All RP-confirmation page screens green success message box includes new text “You will receive a confirmation receipt in your Message Center inbox.” Language changed from “To report work changes or self-employment earnings, please contact your local Social Security field office or contact us.” to “To report work changes or self-employment earnings, please contact us.”
- “View receipt” button has been removed.
- On blue information box language has been changed from “you are currently in Representative Payee Services. If you need to report your own wages, return to the Service Options page and select “my Social Security”, then select “Report Wages” to “You are currently in Representative Payee Services. If you need to report your wages as a disability beneficiary, SSI recipient, or as a spouse, parent, deemor, or sponsor of someone receiving SSI, return to the Service Options page and select “my Social Security”. Then select “Report Wages”.

Representative Payee Services

Wage Reporting

 **John Apple's wage report was successfully submitted at 1:00 PM on April 4, 2021.**
You will receive a confirmation receipt in your Message Center inbox. We recommend that you also save or print a copy of the wage report receipt for your records.
To report work changes or self-employment earnings for John Apple, please [contact us](#).

 **Need to report your own wages?**
You are currently in Representative Payee Services. If you need to report your own wages as a disability beneficiary, SSI recipient, or as a spouse, parent, deemor, or sponsor of someone receiving SSI, [return to the Service Options page](#) and select "my Social Security". Then select "Report Wages".

Done


Add New Wage Report

- RP-Error screens language changed from “contact your local field office or contact us” to “contact us”.

RP-Service Unavailable Error screen

Representative Payee Services

Wage Reporting


 **We're sorry, wage reporting is currently not available.**
If you wish to submit wages online, please try again later or [contact us](#).

Exit

RP-Submission Failure Error screen

Representative Payee Services

 Wage Reporting


 We're sorry, we cannot process your request at this time.
If you wish to submit wages online, please try again later or [contact us](#).

[Exit](#)

RP-Unauthorized Access Error screen

Representative Payee Services

 Wage Reporting

 You are not currently able to report wages online.
If you need to report wages for yourself, or for someone else as a representative payee, please [contact us](#).

[Exit](#)

New screens

- Privacy Act Statement screen with “Next” button is added including header. Self-reporter screen.

Privacy Act Statement

Collection and Use of Personal Information

Sections 205 and 1631 of the Social Security Act, as amended, allow us to collect your information or the information you are submitting on behalf of another, which we will use to determine eligibility for Social Security benefits. Providing this information is voluntary, but not providing all or part of the information may prevent an accurate and timely decision for any entitlement or benefits claim. As law permits, we may use and share the information you submit, including with other Federal agencies, contractors, employers, and others, as outlined in the routine uses within System of Records Notices 60-0089 and 60-0103, available at www.ssa.gov/privacy. The information you submit may also be used in computer matching programs to establish or verify eligibility for Federal benefit programs and to recoup debts under these programs.

[Next](#)

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Rep-Payee screen

Privacy Act Statement

Collection and Use of Personal Information


Sections 205 and 1631 of the Social Security Act, as amended, allow us to collect your information or the information you are submitting on behalf of another, which we will use to determine eligibility for Social Security benefits. Providing this information is voluntary, but not providing all or part of the information may prevent an accurate and timely decision for any entitlement or benefits claim. As law permits, we may use and share the information you submit, including with other Federal agencies, contractors, employers, and others, as outlined in the routine uses within System of Records Notices 60-0089 and 60-0103, available at www.ssa.gov/privacy. The information you submit may also be used in computer matching programs to establish or verify eligibility for Federal benefit programs and to recoup debts under these programs.

[Next](#)

- Invalid URL Error Screen with “Return Home” button.

Invalid URL Error Self-reporter screen

Wage Reporting

 **Page Not Found**


The page you are looking for might have been removed or is temporarily unavailable. Please check the URL or click "Return Home" below.

[Return Home](#)

Invalid URL Error Rep-Payee screen

Representative Payee Services

Wage Reporting

 **Page Not Found**

The page you are looking for might have been removed or is temporarily unavailable. Please check the URL or click "Return Home" below.

[Return Home](#)