



EMPLOYER BULLETIN

Employer Communication Center
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New! Employer Training via Webcast

The Department of Employee Trust Funds (ETF) is pleased to announce that digital recordings of Wisconsin Retirement System (WRS) training for employers are available for viewing on-demand via ETF's Internet site at etf.wi.gov. You'll find the presentations under the Video Library menu on the left side of the homepage. The URL is <http://etf.wi.gov/webcasts.htm>.

Utilizing Mediasite technology, ETF produces webcasts that enable WRS members and employers to participate in or view presentations, training sessions, and other ETF-sponsored events they may be unable to attend in person. (A webcast is the transmission of sound and images via the Internet.)

Webcast Technical Requirements

The minimum technical requirements to view these presentations are:

- A computer with 16+ MB RAM and a sound card, a Web browser such as Microsoft Internet Explorer or Netscape, and streaming player software such as Windows Media Player 9.0.
- Internet connection: Dial-up modems need to be a minimum of 56 kbps. If you have DSL or Cable (broadband) connections, you should encounter no problems.

If you have a slower dial-up connection, you can also request any of these programs on CD.

Our video library includes employer training on Eligibility and Reporting (recorded during live employer training sessions); the Annual Transaction Upload Application available on the Online Network for Employers (ONE); and Annual Reconciliation processes. A summary of these presentations appears below.

Employer Training: WRS Eligibility

There are two sessions on WRS eligibility recorded during Fall 2006 training. One presentation is specifically for school district employers, and the other is for local government employers. Each session includes:

- An overview of the WRS
- Clarification on the role of the designated WRS agent
- A review of application of eligibility and employment category criteria in making determinations
- Case studies on issues specific to each audience

Employer Training: WRS Reporting

There are two presentations on WRS reporting, originally recorded last fall. One presentation is specifically for school district employers, and the other is for local government employers. Each session includes detailed information on:

- WRS reportable earnings
- How to properly report earnings to ETF
- The Department's Online Network for Employers (ONE) applications
- Case studies on issues specific to each audience

