

Congratulations on a successful installation of the Quarterly Wage Reporting Tool.

Minimum System Requirements:

For your record, please check if your system meets the following requirements:

Windows OS - Win 2000,XP,Vista, and 7

Java Version 1.5 or later

Adobe PDF 9.5

RAM : 512 MB

Harddisk Free Space: Minimum of 500 MB

Optimized Screen Resolution: 1024 x 768

Installation Details:

On a successful Installation:

- The Quarterly Wage Reporting Tool is installed into C:\Quarterly Wage Reporting Tool
- Shortcut - "Quarterly Wage Reporting Tool" shortcut is created on the Desktop
- Shortcut to "Quarterly Wage Reporting Tool" is placed in the Start Menu under "Ohio Department of Job and Family Services\Quarterly Wage Reporting Tool".

Quarterly Wage Reporting Tool Updates:

Please select the Help menu in the Menu bar and select "Check for Updates" to periodically check for updates.

OR

Alternatively you can visit "<http://jfs.ohio.gov/ouc/uctax/portablemedia.stm>" to view the latest version and download updates.

Un-Install Instructions:

If you wish to Un-install the Quarterly Wage Reporting Tool:

Please use the Add/Remove programs option on your computer to locate the Quarterly Wage Reporting Tool and Uninstall.

OR

From the Start Menu, Programs list, select the "Ohio Department Of Job and Family Services" and then "Quarterly Wage Reporting Tool" and then "Uninstall Quarterly Wage Reporting Tool"

Once un-installed, please ensure all the contents in the folder are removed. If any un-deleted folders exist, manually delete them.

Please note that the same instructions are also available in HELP Menu in the tool.

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