

Date: Mon, 18 Dec 2006 08:18:57 -0800 (PST)  
Message-Id: <200612181618.kBIGlvtx008563@pop14.ucdavis.edu>  
MIME-Version: 1.0  
From: Cindy Jones <cynjones@ucdavis.edu>  
To: All UC Davis Employees;;  
Subject: Electronic W-2 Statement on UC's At Your Service Website  
X-Approved-BY: Stan Nosek <senosek@ucdavis.edu>, Gina Anderson  
<gina.anderson@ucdavis.edu>  
Content-Disposition: inline  
Content-Type: text/plain  
Content-Transfer-Encoding: 7bit  
X-Scanned-By: MIMEDefang 2.57 on 128.120.32.33  
Status:

Dear Colleagues:

You may now elect to receive your 2006 W-2 form electronically, in lieu of a printed paper copy. This new service is provided as part of the University of California employee self-service web application, At Your Service Online (AYSO). The new functionality will allow you to view and print your 2006 W-2 statement at your convenience.

By default, you will receive a printed, paper copy of your 2006 W-2 form unless you elect to change to an electronic format. To change your delivery method, login to <https://atyourserviceonline.ucop.edu/ayso/> and choose the 'Select Delivery Method' sub-menu option from the W2 menu. You will be presented with a new screen that allows you to select your delivery method. You may change your delivery method as many times as you want up to January 1, 2007. Please note that you must have an email address on file at AYSO before you can select the electronic delivery method.

Additionally, the University of California has contracted with a vendor named TALX Corporation to provide you with enhanced W-2 tax services. This service provides the ability for you to electronically download your W-2 data directly into one of several popular tax preparation software packages, such as TurboTax, etc. In order for this to occur, the University of California transmits your W-2 data securely to TALX Corporation at tax time. If you do not want your tax information transmitted to TALX Corporation, you can choose to block the transmission of your data. See below for additional information on TALX services.

TALX W-2 : Features and Services - Quick Facts

Cost: Free

Convenient: Tax preparation software calculates refunds or taxes owed, explains complex tax provisions and assists users in filing with the appropriate taxing authorities. These software packages record and store the values from the W-2 Statements. You do not have to key in any values. You will first need to purchase a Tax Preparation software product and initiate the download from within the software application. You can download W-2s directly from W-2 express into:

Turbo Tax  
TaxCut  
ezTaxReturn.com  
Complete Tax

Safe and confidential: The University of California employs information protection controls in keeping with industry standards and practices. We make extensive use of Secure Sockets Layer (SSL) encryption, the Internet's leading encryption standard, as well as password-like identifying information. SSL is used to encrypt information to protect data from eavesdropping, tampering, or forgery over the Internet and we encrypt the transmission of all personal or financial information transmitted between our servers and TALX Corporation.

Privacy: TALX Corporation agrees to hold Confidential Information received from or created on behalf of the University of California in strict confidence. TALX has agreed to develop, implement, maintain and use appropriate administrative, technical and physical security measures to preserve the confidentiality, integrity and availability of all Confidential Information. TALX will not provide any of your information/data to any other party without the prior express written permission of the University of California or as otherwise provided under the terms of the vendor contract and Agreement.

Questions and Answers:

WHAT IF I DON'T WANT MY INFORMATION SENT TO TALX?

You may elect to BLOCK the transmission of your W2 data to TALX Corporation. To block your transmission, simply select the "NO" response to the question, "Do you wish to allow your data to be sent to this

vendor?" To allow the transmission of your data, you would select the "YES" response to the question.

WHERE CAN I LEARN MORE ABOUT TALX CORPORATION?

For further information on TALX Corporation, please refer to the following links: <http://www.talx.com> or <http://www.w2express.com>

For questions concerning problems with accessing the AYSO site, call UC Customer Service at (800) 888-8267. For questions about this new option, please call your Payroll Services representative.

Best regards,  
Cindy

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Cindy Jones, Manager - Payroll Services  
University of California, Davis  
Accounting & Financial Services  
Phone: 530.757.8542  
Fax: 530.757.8597  
Date: Wed, 20 Dec 2006 15:00:03 -0800 (PST)  
Message-Id: <200612202300.kBKN03VM020558@pop14.ucdavis.edu>  
MIME-Version: 1.0  
From: Penny Knutson <plknutson@ucdavis.edu>  
To: All UC Davis Employees;;  
Subject: Extended Deadline for Electronic W-2 Statement on UC's At Your Service Website  
X-Approved-BY: J Mike Allred <jmallred@ucdavis.edu>  
Content-Disposition: inline  
Content-Type: text/plain  
Content-Transfer-Encoding: 7bit  
X-Scanned-By: MIMEDefang 2.57 on 128.120.32.34  
Status:

Dear Colleagues:

Your election to receive your 2006 W-2 form electronically, in lieu of a printed paper copy has been extended to noon on January 10, 2007, due to the holidays and vacations scheduled during this time.

The goal of the University's At Your Service committee is to provide

electronic options for self-service for those who may wish to use them. Many employees prefer the option to handle their personal business themselves without going through a departmental administrative person. The ability to consider options and make choices in the privacy of one's home, at any hour of the day or night, is clearly the preference for many. Each campus annually receives hundreds of requests for electronic services, particularly those that are compatible with tax software. Our colleagues at UC San Diego have used the TALX service for 5 years with great success and a number of other campuses did it last year.

However, we agree; choosing to select electronic options is a personal choice that each UC employee must weigh and make for themselves. We absolutely respect those who may have concerns; the option NOT to participate was critical to the selection committee.

If you choose NOT to have your W2 data sent to TALX you MUST OPT OUT no later than noon on January 10, 2007.

To OPT OUT: Login to the AYSO website:  
<https://atyourserviceonline.ucop.edu/ayso/>

->Date: Tue, 9 Jan 2007 16:26:27 -0800 (PST)  
>From: Penny Knutson <plknutson@ucdavis.edu>  
>To: All UC Davis Employees;;  
>X-ASG-Orig-Subj: REMINDER - ELECTRONIC W-2 & TALX OPTIONS DEADLINE  
>TOMORROW, WED  
> 01/10/07 AT 12 NOON!  
>Subject: REMINDER - ELECTRONIC W-2 & TALX OPTIONS DEADLINE  
>TOMORROW, WED  
> 01/10/07 AT 12 NOON!  
>X-Approved-BY: J Mike Allred <jmallred@ucdavis.edu>  
>X-Scanned-By: MIMEDefang 2.57 on 128.120.32.36  
>  
>Colleagues:  
>  
>This notice is to remind you that at 12:00 noon tomorrow, Wednesday  
>January 10, 2007, elections for the Electronic W-2 and the TALX  
>options will close. Your elections can be made on the University of  
>California At Your Service Online (AYSO) website:  
><https://atyourserviceonline.ucop.edu/ayso/>  
>  
>To reiterate, there are two separate and distinct options:  
>  
>1) ELECTRONIC W-2:  
>  
>If you CHOOSE to have your 2006 W-2 form available electronically at  
>the AYSO website you MUST ELECT to do so; this is an Internal  
>Revenue Service requirement. AYSO will send an email to you when the  
>W-2 is available allowing you to print your W-2 whenever needed.  
>  
>If NO election on the Electronic W-2 option is received by the  
>deadline, your paper 2006 W-2 will continue to be mailed to you as  
>in previous years.  
>  
>2) TALX SERVICE:  
>  
>If you DO NOT wish to have your 2006 tax data transmitted to the  
>third-party vendor, TALX Corporation, you MUST ELECT a block of the  
>transmission. The TALX service enables users to download their data  
>into tax preparation software.  
>  
>To OPT OUT: Login to the AYSO website:  
><https://atyourserviceonline.ucop.edu/ayso/>  
>Under the "Income and Taxes" Menu - select "W-2"

>On the next menu, select "Block W-2 Data"  
>Choose the "No" button and enter "Submit"  
>  
>IMPORTANT NOTE: IF NO ELECTION TO BLOCK THE TALX SERVICE OPTION  
IS  
>RECEIVED BY THE DEADLINE, YOUR 2006 TAX DATA WILL BE TRANSMITTED  
TO  
>THE TALX CORPORATION.  
>  
>If you would like to BLOCK the TALX option and choose not to access  
>the AYSO website to indicate your choice, you may indicate your  
>option on the following paper form and fax it to Payroll Services,  
>ATTN: Penny Knutson at 1-530-757-8597 by no later than 10:00 A.M. on 1/10/07.  
>  
>[http://www.ucop.edu/ucophome/cao/paycoord/documents/BlockDataForm\\_000.pdf](http://www.ucop.edu/ucophome/cao/paycoord/documents/BlockDataForm_000.pdf)  
>  
>If you should have any questions, please call Penny Knutson at 1-530-757-8919.  
>  
>Best regards,  
>  
>Penny L. Knutson, CPP  
>Assistant Payroll Manager  
>(530)757-8919