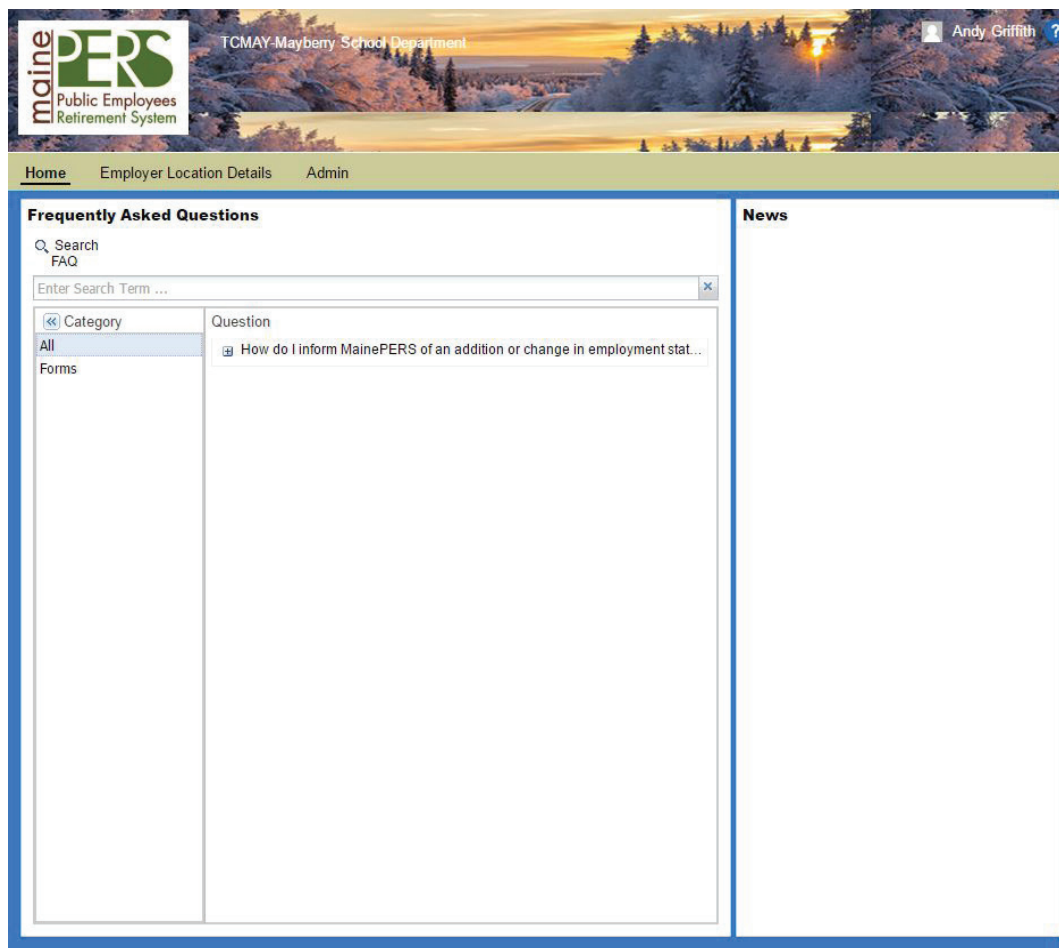


## Introducing the New Look of Employer Self Service!

MainePERS goes live with a system upgrade in May. This is what the new ESS Home Page will look like:



Still accessible from the MainePERS website, this is where you will continue to go to upload payroll files or enter payroll data, submit forms and access MainePERS generated reports and statements. Everything available to you in the current version of ESS will be available to you in new version . . . and more!

Based on your level of security, you will find:

- It will be easier to add, delete or change ESS user information.
- It will be possible to “save” forms to finish at a later time/date.
- Financial transactions will be easily viewed.

Watch for the next ESS Special Edition *Employer Update* to learn more!



## Updated ESS Desktop Technical Specifications

To maximize all of the functions available to you in the New ESS version, we suggest that your computers meet these updated Desktop Technical Specifications. Please call Employer Services at 1-800-451-9800 or email [employer@mainepers.org](mailto:employer@mainepers.org) with any questions.

Desktop Technical Specifications - Employer Self Service March 2017		
Sr	Software	Supported Version
<b>Browser</b>		
1	Microsoft Internet Explorer (Windows)	Version 11 - Edge not currently supported
2	Mozilla Firefox (all platforms)	Version 24 and above for external portals
3	Google Chrome (Windows and Mac)	Latest stable version supported
4	Safari (Mac)	Latest stable version supported
<b>Additional Software Needed</b>		
5	Adobe PDF Reader	Latest Version
<b>Desktop OS Recommendations</b>		
6	Windows, Mac and Linux	<ul style="list-style-type: none"> <li>• RAM - 8 GB and above</li> <li>• CPU - Dual Core or better Intel Core Processor</li> <li>• Screen Resolution - Min. 1280 x 960 screen resolution, 1920 x 1080 recommended</li> <li>• Operating System - Windows 7 or greater, Mac OS X Lion or greater</li> <li>• Connectivity - 25 megabit or better internet connectivity for remote users (current FCC definition of broadband)</li> <li>• Javascript needs to be enabled in all browsers</li> </ul>



### Future Special Editions

Future Special Edition Employer Updates will include...

- The simplified process to add/delete or change ESS user information
- Updated ESS forms
- How to view financial transactions

