



**Monetary and Potential Charges  
State Information Data Exchange System (SIDES)  
E-Response Website**

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Screen Shots

8 December 2014

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**Version 1 – E-Response Screen Shots – 012-08-2014**

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**Revision History**

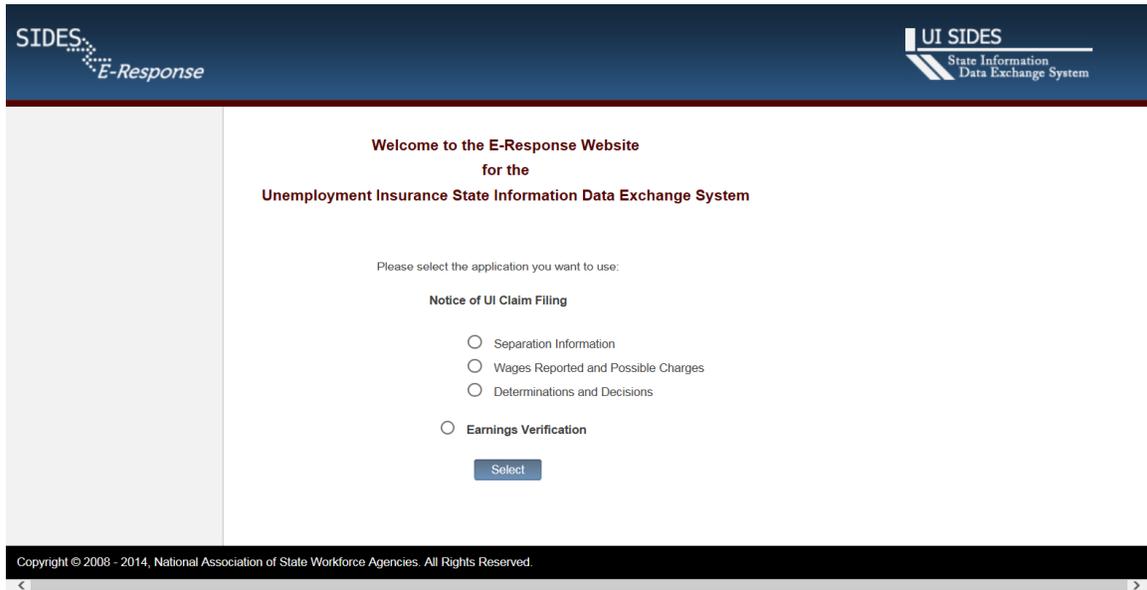
Date	Version	Description	Author
05/2/2012	1	First Draft	Jason Holzbach / David Zemel
12/8/2014	2	Update Screens to Match Production	David Zemel

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# 1 E-Response Website for the Monetary and Potential Charges Exchange Screens Shots

## 1.1 Pre-Login Screen



The screenshot shows the pre-login screen of the SIDES E-Response website. The header features the SIDES E-Response logo on the left and the UI SIDES State Information Data Exchange System logo on the right. The main content area is centered and contains the following text:

**Welcome to the E-Response Website  
for the  
Unemployment Insurance State Information Data Exchange System**

Please select the application you want to use:

**Notice of UI Claim Filing**

- Separation Information
- Wages Reported and Possible Charges
- Determinations and Decisions

Earnings Verification

[Select](#)

At the bottom of the page, there is a copyright notice: Copyright © 2008 - 2014, National Association of State Workforce Agencies. All Rights Reserved.

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## 1.2 Screen 1 - Login

**SIDES E-Response** **UI SIDES**  
State Information  
Data Exchange System

**Notice of UI Claim, Wages Reported and Possible Charges**

To respond to your Notice of UI Claim, Wages Reported and Possible Charges, please login using the instructions provided by the State Agency.

[Users Guide](#)

Note: Dashes and/or other punctuation should be omitted from the Federal/State Employer Identification Numbers.

\* State  ?

\* Federal Employer Identification Number  ?

\* State Employer Identification Number  ?

\* Identification Number/Access Code  ?

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## 1.3 Screen 2 – Monetary and Potential Charges Requests

FEIN: 999999999  
SEN: 999999999Sign out

Search by SSN: (Omit Dashes)

Select a Notice of UI Claim, Wages Reported and Possible Charges Request to create a response and/or view/print. Or, select a Notice of UI Claim, Wages Reported and Possible Charges Response to edit, delete or view/print.

Select "Create Response" to begin a response.

Select "Edit Response" to edit information to a response that has not yet been submitted.

Select "Delete Response" to delete a response that has not yet been submitted.

Select "Create Amendment" to change a response that has already been submitted.

Select "Edit Amended Response" to edit information on an amendment in progress.

Select "Delete Amended Response" to delete an amended response that has not yet been submitted.

*Note: Requests remain on the SIDES E-Response Website for 30 days.*

[Users Guide](#)

Announcement: Welcome to UI SIDES E-Response.

### Notice of UI Claim, Wages Reported and Possible Charges

You have the following notices based on the PIN entered:

SSN: 123-00-0000 Name: Doe, Jane A, Jr Date Due: 04/01/2012	Response Status: Not Started <input type="button" value="Create Response"/>	<a href="#">View/Print</a>	?
SSN: 123-00-0001 Name: Doe, Jerry A, Jr Date Due: 04/01/2012	Response Status: In Progress <input type="button" value="Edit Response"/> <input type="button" value="Delete Response"/>	<a href="#">View/Print</a>	?
SSN: 123-00-0010 Name: Doe, Jason A, Jr Date Due: 04/01/2012	Response Status: Submitted <input type="button" value="Create Amendment"/>	<a href="#">View/Print</a> <a href="#">View/Print - Submitted 04/16/2012</a>	?
SSN: 123-00-0011 Name: Doe, Jennifer A, Jr Date Due: 04/01/2012	Response Status: Amendment In Progress <input type="button" value="Edit Amendment"/> <input type="button" value="Delete Amendment"/>	<a href="#">View/Print</a> <a href="#">View/Print - Submitted 04/16/2012</a>	?
SSN: 123-00-0100 Name: Doe, James A, Jr Date Due: 04/15/2012	Response Status: Completed <input type="button" value="Create Amendment"/>	<a href="#">View/Print</a> <a href="#">View/Print - Submitted 04/16/2012</a>	?

You have the following notices based on other PINs:  
No notices found for other PINs.

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## 1.4 Screen 2.1 - Search Results

**SIDES**  
E-Response

**dew** SOUTH CAROLINA  
DEPARTMENT OF EMPLOYMENT AND WORKFORCE

FEIN: 999999999  
SEN: 999999999

Sign out

**Search Results**

Search by SSN: (Omit Dashes)  
123000001  
Search

Select an Notice of UI Claim, Wages Reported and Possible Charges Request to create a response and/or view/print. Or, select an Notice of UI Claim, Wages Reported and Possible Charges Response to edit, delete or view/print.

Select "Create Response" to begin a response.

Select "Edit Response" to edit information to a response that has not yet been submitted.

Select "Delete Response" to delete a response that has not yet been submitted.

Select "Create Amendment" to change a response that has already been submitted.

Select "Edit Amended Response" to edit information on an amendment that has not yet been submitted.

Select "Delete Response" to delete an amended response that has not yet been submitted.

*Note: Requests remain on the SIDES E-Response Website for 30 days.*

[Users Guide](#)

**Notice of UI Claim, Wages Reported and Possible Charges Request Results for PIN and SSN 123000001:**

SSN: 123-00-0001	Response Status: In Progress	<a href="#">View/Print</a>
Name: Doe, Jerry A, Jr	<a href="#">Edit Response</a>	?
Date Due: 04/01/2012	<a href="#">Delete Response</a>	

**Notice of UI Claim, Wages Reported and Possible Charges Requests for other PINs for this FEIN and SSN 123000001:**

No Earning Verification requests found for other PINs.

[Return](#)

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2.1

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### 1.5 Screen 2.2 – Delete an In Progress Response

The screenshot shows a web interface for deleting a response. At the top, there is a dark blue header with the SIDES E-Response logo on the left, the South Carolina Department of Employment and Workforce (dew) logo in the center, and FEIN: 999999999 and SEN: 999999999 on the right. A 'Sign out' button is also present. Below the header, the main content area is titled 'Delete an In Progress Response'. On the left side of this area, there is a sidebar with the text 'Use this screen to delete a response that has NOT yet been submitted.' and a link to 'Users Guide'. The main content area contains the text 'You have chosen to delete the Separation Response for:' followed by the details: 'SSN: 123-00-0001', 'Name: Doe, Jerry A, Jr', and 'Date Due: 04/01/2012'. Below these details is a 'Please Note' section stating: 'Please Note: This will NOT impact any responses already submitted to the State Unemployment Insurance Office.' At the bottom of the main content area, there are two buttons: 'Cancel' and 'Delete'. At the very bottom of the page, there is a dark blue footer with the text 'Copyright © 2008 - 2011, National Association of State Workforce Agencies. All Rights Reserved.' and '142 - Build 16283' on the left, and a small number '2' on the right.

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## 1.6 Screen 3 – Claimant and Employer Identification

**SIDES E-Response** **dew SOUTH CAROLINA DEPARTMENT OF EMPLOYMENT AND WORKFORCE** FEIN: 123456780 SEN: 123456780 [Sign out](#)

Response for: SSN: 123-00-0010 Date Due: 04/01/2012 Name: Doe, Jason A, Jr

### Notice of UI Claim, Wages Reported and Possible Charges Claimant and Employer Information

\* indicates a Required Field

Please review Claimant and Employer Identification information and enter any corrections.

TPA = Third Party Administrator [Users Guide](#)

**Requesting State**

State: CA  
Agency: CA UIOfficeName  
Phone: 2101234567  
Fax: 2101234568  
E-mail: UIOfficeEmailAddress@asdf.gov

**Employer Information**

	Information of Record	Corrected Employer Information:
Employer Name:	Test Employer	<input type="text"/> ?
State Employer Account Number:	0123456789	<input type="text"/> ?
Predecessor Employer Account Number:	0123456789	
Federal Employer Identification Number:	999999999	<input type="text"/> ?

**Employer Status**

Check here if claimant did NOT work for this employer ?

Check here if TPA receiving this request does NOT represent this employer ?

**Claimant Information**

SSN: 123-00-0010

Did the claimant work under any other Social Security Number (SSN)?  ?

Name: Doe, Jason A, Jr

Other Last Name Used by Claimant:  ?

State Claim Number: 123456789012345678

Initial Claim Date: 01/01/2011

Benefit Year Beginning Date: 03/01/2011

Informational Attachments			
Document Name	Document Extension	Size	
Test Request Attachment	RTF	1	<a href="#">Download</a>

[Cancel](#) [Save](#) [Main Menu](#) [Next >](#)

Go to Page:  [Go](#)

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## 1.7 Screen 3.1 – Confirm Changes

The screenshot displays the SIDES E-Response interface. At the top, there is a dark blue header with the SIDES E-Response logo on the left, the South Carolina Department of Employment and Workforce logo in the center, and FEIN: 999999999 and SEN: 999999999 on the right. A 'Sign out' button is also present in the top right corner. Below the header, on the left side, is a 'Users Guide' link. The main content area is titled 'Confirm Changes' and contains the following text: 'You have chosen to change the "Employer Status in Relation to this Claim" to Claimant Did Not Work For Employer .', a note stating 'Note: Any information previously entered except for preparer contact data will be removed from the system.', and the instruction 'Select Continue to save your changes.' At the bottom of this area are two buttons: 'Cancel' and 'Continue'. The footer of the page includes the copyright notice 'Copyright © 2008 - 2011, National Association of State Workforce Agencies. All Rights Reserved.' and the number '3' on the right side.

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## 1.8 Screen 4 – Eligibility and Charge Information

SIDES  
E-Response



 FEIN: 999999999  
 SEN: 999999999
 
Sign out

\* indicates a Required Field

Response for: SSN: 123-00-0001 Date Due: 04/01/2012 Name: Doe, Jerry A, Jr

### Notice of UI Claim, Wages Reported and Possible Charges Eligibility and Charge Information

**Base Period**

Base Period - The time period established by state law during which claimants must meet certain requirements for wages earned or time worked in order to establish eligibility for UI benefits. For this claim, it is the four quarters shown.

Please review wages from this employer and enter any corrections.

[Users Guide](#)

	Information of Record	Corrected Employer Information:
Base Period Start Date:	01/01/2011	
Base Period End Date:	01/01/2012	
Number of Employers in the Base Period:	1	
Wages from All Employers in the Base Period:	\$36,000.00	
<b>Wages from this Employer</b>		
First Quarter ( Jan 2011 - Mar 2011 ) Wages:	\$9,000.00	<input type="text"/> ?
Second Quarter ( Apr 2011 - Jun 2011 ) Wages:	\$9,000.00	<input type="text"/> ?
Third Quarter ( Jul 2011 - Sep 2011 ) Wages:	\$9,000.00	<input type="text"/> ?
Fourth Quarter ( Oct 2011 - Dec 2011 ) Wages:	\$9,000.00	<input type="text"/> ?
Wages from This Employer in the Base Period:	\$36,000.00	
<b>Benefits</b>		
Number of Dependents Claimed:	2	<input type="text"/> ?
Weekly Unemployment Benefit Amount:	\$1,000.00	
Maximum Unemployment Benefit Amount:	\$10,000.00	
Total Weeks of Unemployment Benefits:	52	
Percentage of Payment Being Charged to This Employer:	100%	
The Total Dollar Amount of Unemployment Benefits That May Be Potentially Charged to This Employer:	\$50,000.00	

Employer Charge:			
Begin Week Number	End Week Number	Total Weekly Charge	Potential Charge over the entire range
1	5	\$1,000.00	\$10,000.00

< Back
Cancel
Save
Main Menu
Next >

Go to Page  Go

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4.0

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## 1.9 Screen 5 – File Protest

This screenshot shows the 'File Protest' screen in the SIDES E-Response system. The header includes the SIDES E-Response logo, the South Carolina Department of Employment and Workforce logo, and user information: FEIN: 999999999 and SEN: 999999999. A 'Sign out' button is located in the top right. The main content area displays the following text: 'Response for: SSN: 123-00-0001 Date Due: 04/01/2012 Name: Doe, Jerry A, Jr', 'Notice of UI Claim, Wages Reported and Possible Charges', and 'File Protest'. Below this, a question asks: 'You have not entered any changes in the previous screens. Do you want to protest the charges or wages used for this claim?'. Two buttons, 'No' and 'File Protest', are centered below the question. At the bottom, there are navigation buttons: '< Back', 'Cancel', 'Save', and 'Main Menu'. A 'Go to Page' dropdown menu is set to 'File Protest' with a 'Go' button next to it. The footer contains copyright information: 'Copyright © 2008 - 2011, National Association of State Workforce Agencies. All Rights Reserved.' and a page number '5'.

This screenshot shows the 'File Protest' screen in the SIDES E-Response system, identical in layout to the first screenshot. The header and user information are the same. The main content area displays the following text: 'Response for: SSN: 123-00-0001 Date Due: 04/01/2012 Name: Doe, Jerry A, Jr', 'Notice of UI Claim, Wages Reported and Possible Charges', and 'File Protest'. Below this, a question asks: 'You entered changes in the previous screens. Do you want to protest the charges or wages used for this claim?'. Two buttons, 'No' and 'File Protest', are centered below the question. At the bottom, there are navigation buttons: '< Back', 'Cancel', 'Save', and 'Main Menu'. A 'Go to Page' dropdown menu is set to 'File Protest' with a 'Go' button next to it. The footer contains copyright information: 'Copyright © 2008 - 2011, National Association of State Workforce Agencies. All Rights Reserved.' and a page number '5'.

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## 1.10 Screen 6 – Separation Information, Protest and Attachments

**SIDES** E-Response **dew** SOUTH CAROLINA DEPARTMENT OF EMPLOYMENT AND WORKFORCE FEIN: 999999999 SEN: 999999999 [Sign out](#)

Response for: SSN: 123-00-0111 Date Due: 04/01/2012 Name: Doe, Joshua A, Jr

### Notice of UI Claim, Wages Reported and Possible Charges

#### Separation Information, Protest and Attachments

**Separation Information**

\* Reason for Separation: 1 = Temporary Layoff  ?

Additional Separation Information - Required if Separation Reason is "19 - Other" (2000 characters):  ?

Is this work Seasonal according to State Law?  Yes  No ?

\* Last Day Worked:  ?

**Protest**

\* Do you want to protest the charges or wages used for this claim?  Yes  No ?

If Yes, why do you want to protest the charge to this employer? (2000 characters):  ?

**Attachments**

You may attach up to 5 documents which support your statement regarding the Notice of UI Claim, Wages Reported and Possible Charges. (Acceptable file formats are csv, pdf, rtf, tiff, txt).

> Attachment File Name:  [Browse...](#) ?

> Describe the document being attached (e.g. Warning documents, Notice of Separation):  ?

[Attach/Save to Table](#) [Cancel](#)

Document Description	Attachment Name	Size	Select
No Records Found.			

[View/Edit](#) [Delete](#)

< Back [Cancel](#) [Save](#) [Main Menu](#) [Next >](#)

Go to Page  [Go](#)

\* indicates a Required Field

Enter all applicable information in the space provided.

> indicates a Required Field on an Attachment

The document description must be entered to save the attachment. Otherwise, you will need to browse for the attachment again.

[Users Guide](#)

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## 1.11 Screen 7 – Amended Response

**SIDES** E-Response **dew** SOUTH CAROLINA DEPARTMENT OF EMPLOYMENT AND WORKFORCE FEIN: 999999999 SEN: 999999999 Sign out

Response for: SSN: 123-00-0010 Date Due: 04/01/2012 Name: Doe, Jason A, Jr

**Notice of UI Claim, Wages Reported and Possible Charges**  
**Amended Response**

Amended Response Number: 1

\* Please describe why you are making this amendment: (2000 characters)

< Back Cancel Save Main Menu Next >

Go to Page: Amended Response Go

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## 1.12 Screen 8 – Preparer Information

SIDES E-Response  FEIN: 999999999 SEN: 999999999 [Sign out](#)

\* indicates a Required Field

Response for: SSN: 123-00-0010 Date Due: 04/01/2012 Name: Doe, Jason A, Jr

### Notice of UI Claim, Wages Reported and Possible Charges

#### Preparer Information

Save completed successfully.

**Preparer Information**

\*Who is providing this response?  
If the preparer is a TPA, what is the TPA company name?

\*Name of the person preparing this response:  
\* Job title of the person preparing this response:  
\* Preparer's telephone number plus extension: (Only digits, omit parenthesis, dashes or spaces)  
Preparer's e-mail address:  
Preparer's Fax number: (Only digits, omit parenthesis, dashes or spaces)

**Enter Information:**  
 Employer  TPA  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

< Back    Cancel    Save    Main Menu    Next >

Go to Page:  Go

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### 1.13 Screen 9 – Submission

**SIDES** E-Response **dew** SOUTH CAROLINA DEPARTMENT OF EMPLOYMENT AND WORKFORCE FEIN: 123456780 SEN: 123456780 Sign out

Response for: SSN: 123-00-0000 Date Due: 04/01/2012 Name: Doe, Jane A, Jr

**Submission**

[View/Print](#)

[< Back](#) [Main Menu](#) [Submit to State](#)

Please view your Notice of UI Claim, Wages Reported and Possible Charges Response. If correct, click on the Submit button to send the Notice of UI Claim, Wages Reported and Possible Charges to the State Unemployment Insurance office. You will receive a confirmation number on successful submission.

If you need to make a correction prior to submission, press the BACK button until you reach the appropriate screen to amend.

[Users Guide](#)

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09-142 - Build 15910

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### 1.14 Screen 10 – Submission Confirm

The screenshot displays the 'Submission Confirm' screen within the SIDES E-Response system. The header includes the SIDES E-Response logo, the dew logo, and the text 'SOUTH CAROLINA DEPARTMENT OF EMPLOYMENT AND WORKFORCE'. User information is shown as 'FEIN: 123456780' and 'SEN: 123456780', with a 'Sign out' button. A red asterisk indicates a required field. The main content area shows the response details: 'Response for: SSN: 123-00-0000 Date Due: 04/01/2012 Name: Doe, Jane A, Jr'. The user is informed that they have chosen to submit their Notice of UI Claim, Wages Reported and Possible Charges Response to the State Unemployment Insurance Office. A confirmation question is asked: 'Do you want to submit this response?'. Two buttons are provided: 'No - Return to Main Menu' and 'Yes - Submit to State'. A note at the bottom states: 'After submitting this response, please wait for the confirmation number.' The footer contains the copyright notice 'Copyright © 2008 - 2011, National Association of State Workforce Agencies. All Rights Reserved.' and the page number '10'.

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## 1.15 Screen 11 – Confirmation

The screenshot shows a web interface for the South Carolina Department of Employment and Workforce. At the top, there is a header with the SIDES E-Response logo, the dew logo, and the text 'SOUTH CAROLINA DEPARTMENT OF EMPLOYMENT AND WORKFORCE'. To the right of the header, there are two 'Sign out' buttons and identification numbers: FEIN: 123456780 and SEIN: 123456780. Below the header, a navigation sidebar on the left contains a link for 'Users Guide'. The main content area displays a confirmation message: 'Confirmation' followed by 'Your response has been accepted. Your confirmation number is: 0C36 A899 7ACA 9487 9672 C6CF A39B 52EA'. Below this, there is a link that says 'Please print or download this pdf and keep with your records.' and a 'View/Print' button. At the bottom of the main content area, there is a 'Main Menu' button. The footer of the page contains the copyright notice 'Copyright © 2008 - 2011, National Association of State Workforce Agencies. All Rights Reserved.' and the page number '11'.

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## 1.16 Screen 12 – Thank You

The screenshot shows the SIDES E-Response website interface. At the top, there is a dark blue header with the SIDES E-Response logo on the left, the South Carolina Department of Employment and Workforce (dew) logo in the center, and user information (FEIN: 999999999, SEN: 999999999) and a 'Sign out' button on the right. Below the header, a navigation sidebar on the left contains a 'Users Guide' link. The main content area displays the following text: 'Response for: SSN: 123-00-0000 Date Due: 04/01/2012 Name: Doe, Jane A, Jr', followed by a bold 'Thank You' heading. Below this is a message: 'Thank you for using the SIDES E-Response Website to review this Notice of UI Claim, Wages Reported and Possible Charges.' A link is provided: 'Please print or download this pdf and keep with your records.' Below the link is a 'View/Print' button with a printer icon. At the bottom of the main content area is a 'Main Menu' button. The footer of the page contains the copyright notice: 'Copyright © 2008 - 2011, National Association of State Workforce Agencies. All Rights Reserved.' and the page number '11'.