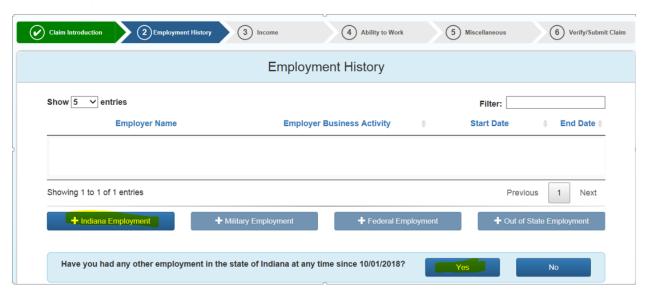
UPLINK TUTORIAL ON ADDING AN EMPLOYER

If you are self-employed, you will need to add Indiana Employment at the Employment History timeline. Here are the steps you take:

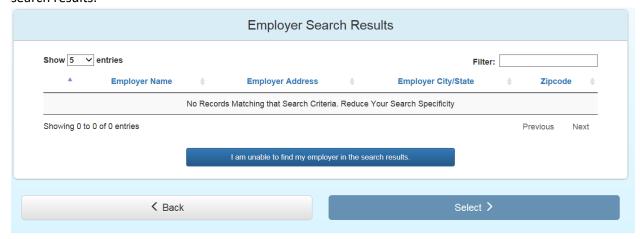
Click the Yes button when asked "Have you had any other employment in the state of Indiana at any time since 10/01/2018?"



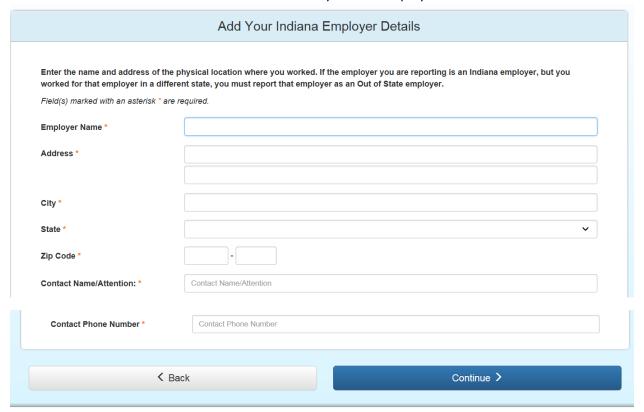
Type in the name of your company in the Employer Name field and click the "Search My Employer" button:

② Search Help:
The Employer Name field requires at least 3 letters and/or number characters.
For best results, type in a key word of your employer's name.
For example, if you work at Tim's Custom Tool & Die, Inc., search by typing in "Tim". Then click "Search My Employer."
From the search results that are provided below, you can then narrow down your search results by typing in additional key words in the "Filter" field.
OR Employer FEIN
Search My Employer

You will likely see results like this. Click on the button that says "I am unable to find my employer in the search results."



You will then be able to enter the information about your self-employment:



You will then be able to select the employer you entered and proceed with your Unemployment Insurance application.