

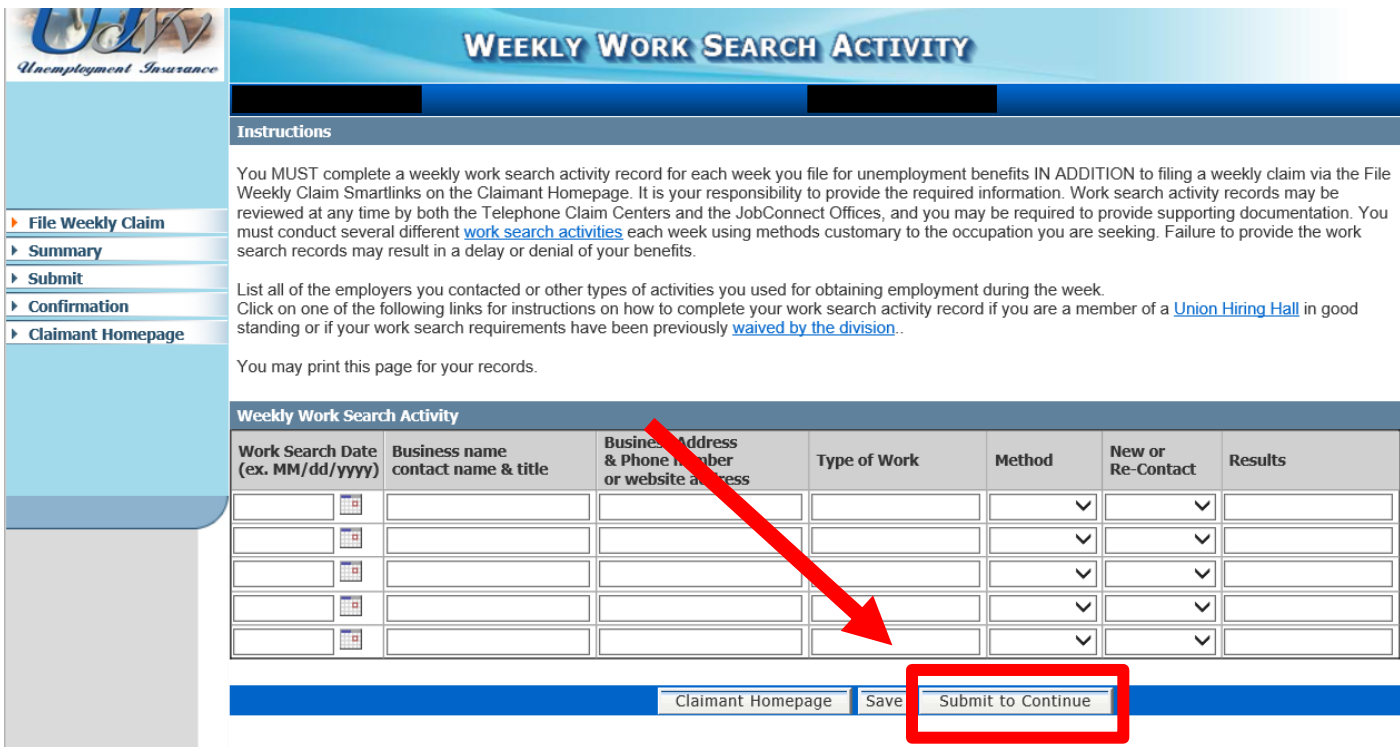
Nevada Unemployment Insurance

COVID-19

Instructions for Claimants: How to bypass the Weekly Work Search Activity page when filing your weekly claims online

- An executive order issue by Governor Sisolak waives all work search requirements for those who are currently filing for Unemployment Insurance benefits.
- If you are claiming weekly benefits online at ui.nv.gov, the system will present a work search entry page prior to answering the weekly filing questions. To bypass the Work Search Activity page, select the ‘Submit to Continue’ button on the bottom right hand corner of the page. There is no need to enter anything in any field.

SIMPLY, click the “Submit to Continue” button.



WEEKLY WORK SEARCH ACTIVITY

Instructions

You MUST complete a weekly work search activity record for each week you file for unemployment benefits IN ADDITION to filing a weekly claim via the File Weekly Claim Smartlinks on the Claimant Homepage. It is your responsibility to provide the required information. Work search activity records may be reviewed at any time by both the Telephone Claim Centers and the JobConnect Offices, and you may be required to provide supporting documentation. You must conduct several different [work search activities](#) each week using methods customary to the occupation you are seeking. Failure to provide the work search records may result in a delay or denial of your benefits.

List all of the employers you contacted or other types of activities you used for obtaining employment during the week. Click on one of the following links for instructions on how to complete your work search activity record if you are a member of a [Union Hiring Hall](#) in good standing or if your work search requirements have been previously [waived by the division](#).

You may print this page for your records.

Work Search Date (ex. MM/dd/yyyy)	Business name contact name & title	Business Address & Phone number or website address	Type of Work	Method	New or Re-Contact	Results
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Claimant Homepage Save **Submit to Continue**

- Once the button is selected, you will be directed to the weekly certification questions. Make sure to answer all the required questions then click ‘Next.’ You will then be directed to confirm your answers. Once you confirm that your answers are correct and you submit your weekly claim, you will receive a confirmation number. Failure to receive a confirmation number may mean your weekly claim has not been accepted.

YOU CAN ONLY FILE A WEEKLY CLAIM ONCE THE WEEK HAS ENDED
Unemployment follows calendar weeks, Sunday through Saturday