

From: [USS-Members](#) on behalf of [Stephanie May](#)
To: uss-members@lists.reading.ac.uk
Subject: My USS is now live and Presentation reminder
Date: 21 July 2016 10:41:52
Attachments: [Have you met your match.pdf](#)
[ATT00001.txt](#)

Dear Colleague

Further to recent emails regarding the new USS Investment Builder, I am writing to advise that the USS member portal “**My USS**” is now live! The attached document provides a link to the portal where, once you’ve registered, you can:

- learn about your investment fund options;
- sign up to “the match” where your contributions of 1% are matched by a 1% from the University;
- elect to pay additional contributions;
- choose how your contributions are invested;
- change details such as your Target Retirement Age;
- use the Additional Contributions Modeller to see how much any additional contributions would cost;
- gain an idea of the amount you could have from these contributions when you retire.

You will need your new USS Member Number to register for the site. These were sent out by letter the week commencing 27 June. If you can’t find your letter or are having problems registering, you can contact the **USS Member Service Desk** on **0333 300 1043** for help with your registration. You will need to have your NI number to hand when you call. Please note that neither I nor the pensions team have details of your new Member Number and so are unable to assist with any queries regarding this number or, indeed, with registration for **My USS**.

Don’t forget that we have Matt Jones visiting next week (28 July) to give a presentation on the USS Changes and the USS Investment Builder in particular. If you haven’t already signed up to attend one of the sessions, then please see the section “**How to Book**” below. Please note that the afternoon session at Greenlands will be cancelled if we don’t have enough attendees so if you are intending to come to that session, sign up now, to make sure it still takes place.

How to Book:

Click on the relevant presentation title below to go straight to the course in Employee Self Service. Enter your University Username and Password and this will take you to the course description and sessions available. Once you’ve selected the session you wish to attend, you will need to complete “Origin of Request” by selecting “Employee Self Service” from the drop down menu. Then click on “Save” to finalise your booking. You will receive two emails: one to confirm the booking and one which will allow you to save it to your Calendar.

Please note that the presentations are being held with the assistance of our colleagues in People Development and so you will receive emails from “**People Development**” regarding your booking and not from me. You will receive an email from them giving you joining details a few days before the event so please look out for this.

To book for one of the two **Whiteknights** based sessions (taking place at 09:30 and 11:30) please follow this link: [USS: 2016 CHANGES AND THE NEW INVESTMENT BUILDER \(WHITEKNIGHTS\)](#).

To book for the afternoon session (starting 14:30) based at Greenlands, please follow this link: [USS: 2016 CHANGES AND THE NEW INVESTMENT BUILDER \(GREENLANDS\)](#).

I look forward to seeing you at one of the presentations.

Kind regards,

Stephanie

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Web: [Human Resources](#) (save to your favourites!)

Please ensure your details are correct in [Employee Self Service](#)..

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