

OKTAP UPDATES: JUNE 6, 2016

This document outlines the upcoming changes to the Oklahoma Taxpayer Access Point (OkTAP) that will be available June 6th, 2016. These changes reflect our ongoing efforts to make the site more efficient and intuitive for taxpayers.

NAVIGATION BAR

The sidebar is replaced with “breadcrumbs” at the top of the screen to help you navigate. These breadcrumbs more easily help you keep track of your location within your account. The Home and Back button can still be used in conjunction with the breadcrumbs.

The Help links are also located below the breadcrumbs.



YOUR ACCOUNTS HOME PAGE

The screenshot shows the 'My Accounts' section of the OkTAP interface. At the top, there's a header with 'OKLAHOMA TAXPAYER ACCESS POINT' and 'Testing'. Below that, a navigation bar shows 'My Accounts' with 'Home', 'Back', and 'Log Off' buttons. A breadcrumb trail reads 'My Accounts » Sales Tax » Sales Tax Return'. Below the breadcrumbs are links for 'OKTAP Help', 'OKTAP FAQ', and 'Contact Us'. The main content area displays account information for 'TESTING GROUP' (2501 N LINCOLN BLVD, OKLAHOMA CITY OK 73194-1000). A red box labeled 'B' highlights a notification: 'Outstanding balance: \$394.00' and 'There is 1 unread notice'. To the right, a red box labeled 'C' highlights the 'I WANT TO...' menu with options: 'View My Profile', 'Add Access to Another Account', 'Add Third Party Access', and 'Make a Payment'. Below this, a navigation bar shows 'ACCOUNTS¹', 'REQUESTS', 'NOTICES¹', 'LETTERS & PERMITS⁰', and 'NAMES & ADDRESSES'. A red box labeled 'D' highlights the 'ACCOUNTS' section, which contains three account cards: 'Cigarette Wholesale Tax' (CIG-10003005-10) with a balance of -25.00, 'Sales Tax' (STS-10003005-04) with a balance of 0.00, and 'Withholding - Wage Tax' (WTH-10003005-05) with a balance of 419.00. A red box labeled 'A' highlights the first account card. A red box labeled 'E' highlights the 'NOTICES' section, and a red box labeled 'F' highlights the 'LETTERS & PERMITS' section. A footer note states: 'Balance reflected on this page may not be correct until 48 hours after payments are processed.'

- A) **Account Cards:** These cards give a brief overview including tax type, Account ID, Balance or Credit, DBA, and address specific to that account. They also display a notification if something on an Account requires attention, for example the need to file a return that is now due.
- B) **Notifications:** Any notifications that require attention are displayed here.
- C) **I Want To:** Actions are now located in this section of the page as well as on the individual Account levels.
- D) **Notices:** After you’ve reviewed a new notice it will automatically be marked as Read.
- E) **Letters:** After you’ve reviewed a new notice it will automatically be marked as Read.
- F) **Names & Addresses:** DBA or Mailing Address changes can be submitted here by clicking the item and selecting Edit to make your changes.