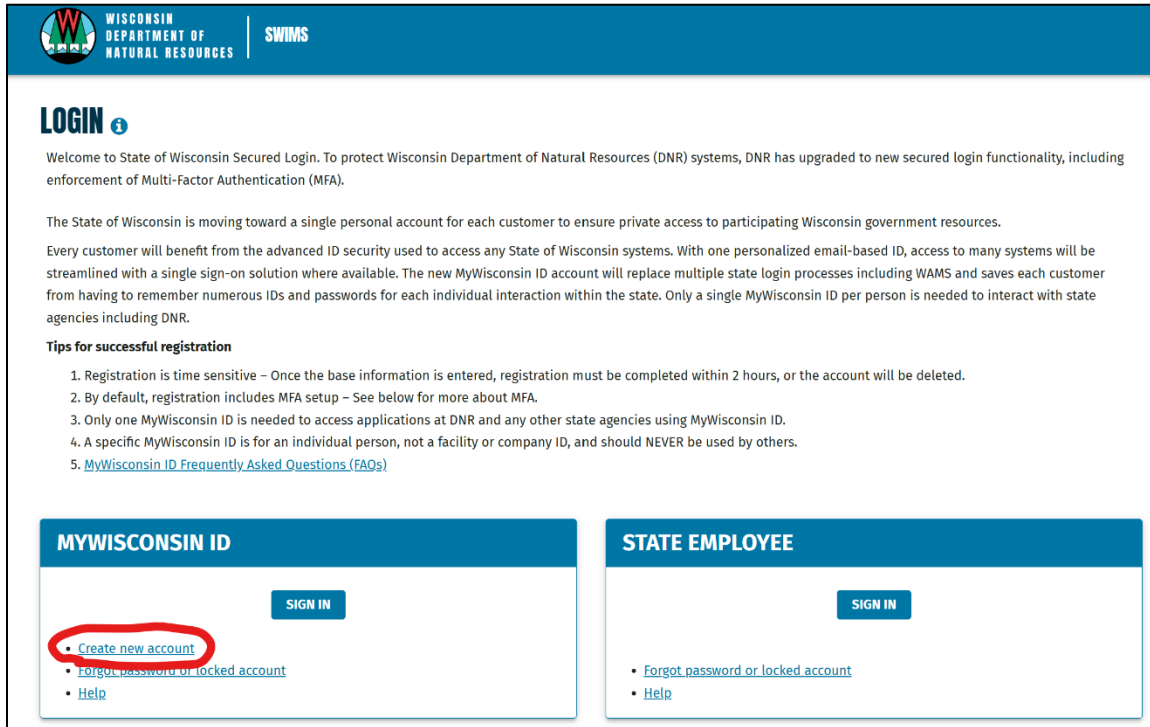


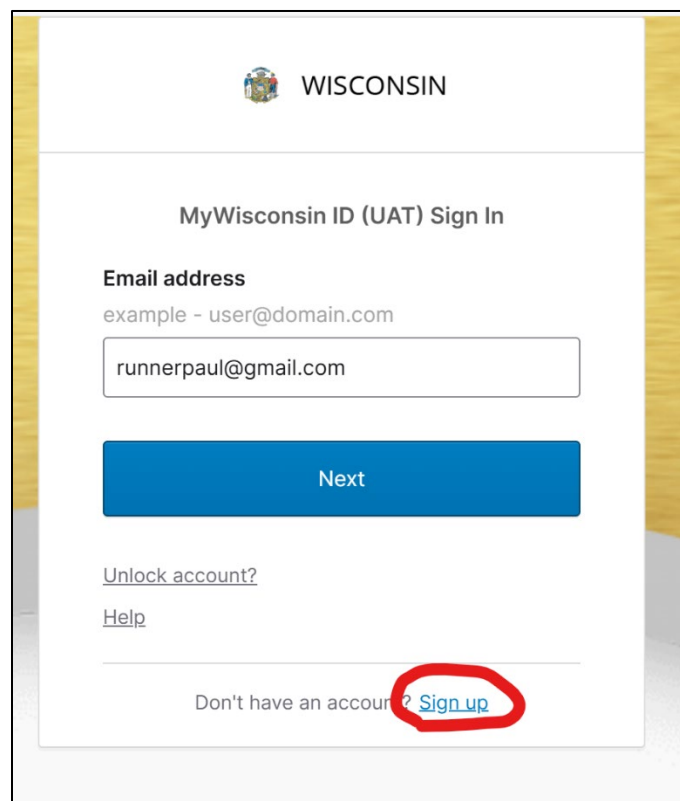
## Step-by-Step Instructions: How to Create a MyWisconsin ID

1. Navigate to the SWIMS Login Page ([Log in - SWIMS](#))
2. Select “Create New Account” within the My Wisconsin ID (MyWID) module.



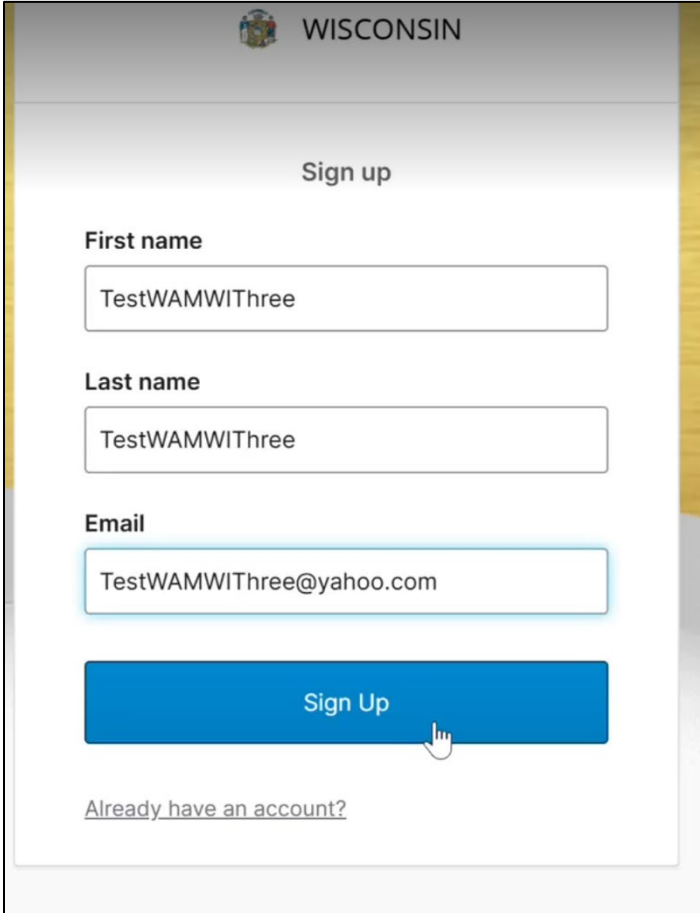
The screenshot shows the SWIMS Login Page. At the top, there is a blue header with the Wisconsin Department of Natural Resources logo and the text "WISCONSIN DEPARTMENT OF NATURAL RESOURCES" and "SWIMS". Below the header, the "LOGIN" section is visible. It includes a welcome message and information about Multi-Factor Authentication (MFA). There are two main sections: "MYWISCONSIN ID" and "STATE EMPLOYEE". The "MYWISCONSIN ID" section has a "SIGN IN" button and a list of links: "Create new account" (circled in red), "Forgot password or locked account", and "Help". The "STATE EMPLOYEE" section has a "SIGN IN" button and a list of links: "Forgot password or locked account" and "Help".

3. Select “Sign Up”.



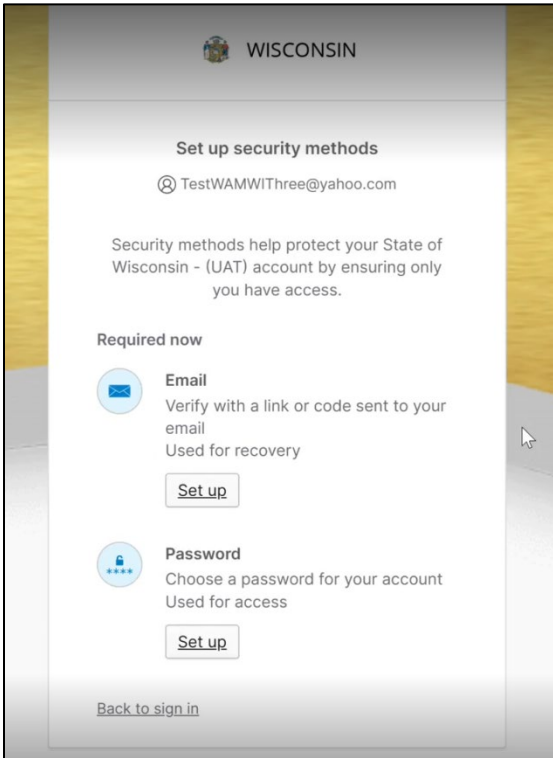
The screenshot shows the "MyWisconsin ID (UAT) Sign In" page. At the top, there is a header with the Wisconsin logo and the text "WISCONSIN". Below the header, the "MyWisconsin ID (UAT) Sign In" section is visible. It includes a form for "Email address" with the example "example - user@domain.com" and the input field containing "runnerpaul@gmail.com". There is a blue "Next" button. Below the button, there are links for "Unlock account?" and "Help". At the bottom, there is a link for "Don't have an account? Sign up" (circled in red).

4. You will now need to enter your First and Last name and an email address that you will use as your MyWID Email/ID.



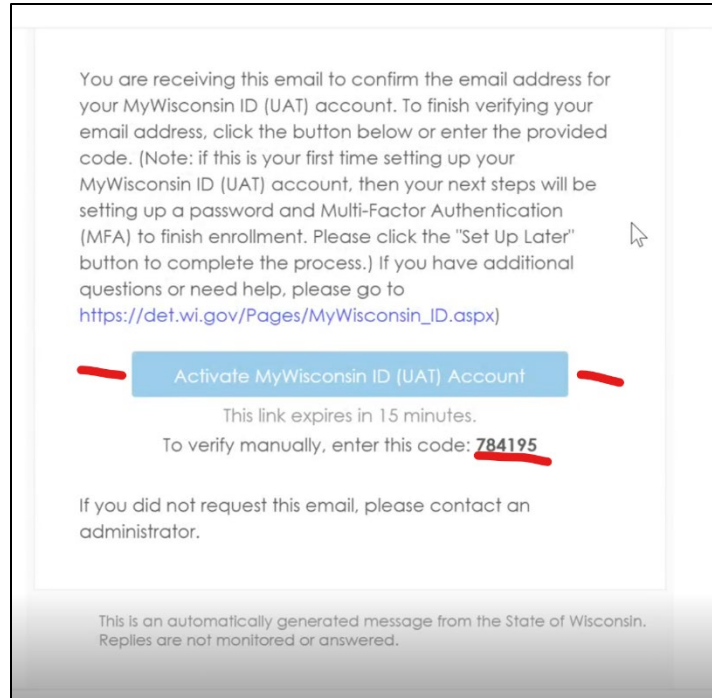
The image shows a mobile app interface for the WISCONSIN state. At the top is the WISCONSIN logo and the word "WISCONSIN". Below this is a "Sign up" heading. There are three input fields: "First name" with the text "TestWAMWIThree", "Last name" with the text "TestWAMWIThree", and "Email" with the text "TestWAMWIThree@yahoo.com". The email field is highlighted with a blue border. Below the fields is a blue "Sign Up" button with a hand cursor icon pointing at it. At the bottom is a link that says "Already have an account?".

5. The user will next need to verify their email address they entered and set up a password.



The image shows a mobile app interface for the WISCONSIN state. At the top is the WISCONSIN logo and the word "WISCONSIN". Below this is a "Set up security methods" heading. Underneath is the email address "TestWAMWIThree@yahoo.com" with a circular icon to its left. A paragraph of text explains that security methods help protect the account. Below this is a section titled "Required now" with two options: "Email" (with an envelope icon) and "Password" (with a lock icon). Each option has a description and a "Set up" button. At the bottom is a link that says "Back to sign in".

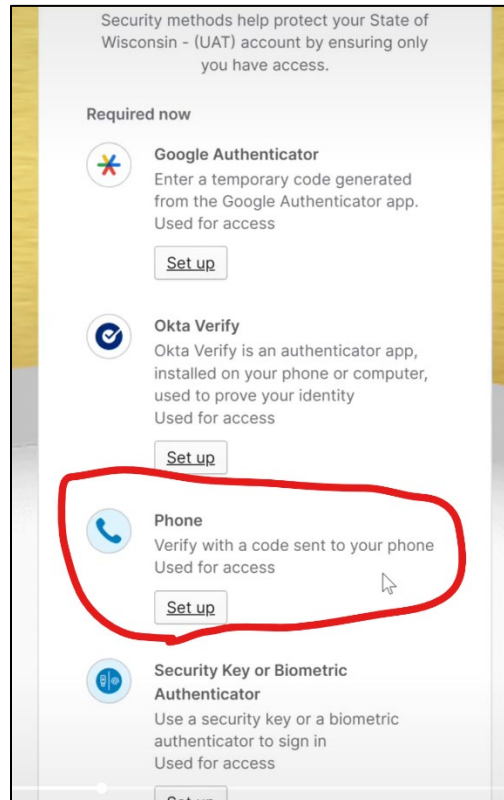
6. Once you select “Set up” for the Email verification step, an email should appear shortly in your email inbox with a verification link (or verification code) to enter manually. If you don’t receive the email, check your spam/junk email folder(s).



7. Next you will be taken to a new page to setup your password. After you successfully set your password, make sure to save this password along with your MyWID Email/ID for future use.

This is a screenshot of a web page titled "Set up password". At the top, there is a blue circle with five white asterisks. Below the title, the email address "TestWAMWIThree@yahoo.com" is displayed. The page lists "Password requirements:" which include: "At least 8 characters", "A lowercase letter", "An uppercase letter", "A number", "A symbol", "No parts of your username", "Does not include your first name", "Does not include your last name", "Password can't be the same as your last 24 passwords", and "At least 2 hour(s) must have elapsed since you last changed your password". Below the requirements are two input fields: "Enter password" and "Re-enter password", each with a toggle icon to the right. At the bottom of the page is a blue button labeled "Next".

8. You will then be asked to setup an additional security measure for logging in. We recommend using the “Phone” option, which will send a text message containing a 6 digit code each time you log in with you MyWID Email/ID.



TestWAMWIThree@yahoo.com

Enter your phone number to receive a verification code via SMS.

**Country/region**

United States ▼


**Phone number**


+1 7155701

[Receive a code via SMS](#)


[Return to authenticator list](#)

[Back to sign in](#)

 WISCONSIN




**Set up phone authentication**

 TestWAMWIThree@yahoo.com

A code was sent to your phone. Enter the code below to verify.

Carrier messaging charges may apply

**Enter Code**




[Return to authenticator list](#)


[Back to sign in](#)

Wisconsin - (UAT) account by ensuring only you have access.


**Optional**



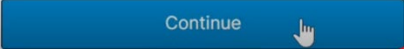
**Google Authenticator**  
Enter a temporary code generated from the Google Authenticator app.  
Used for access  
[Set up](#)



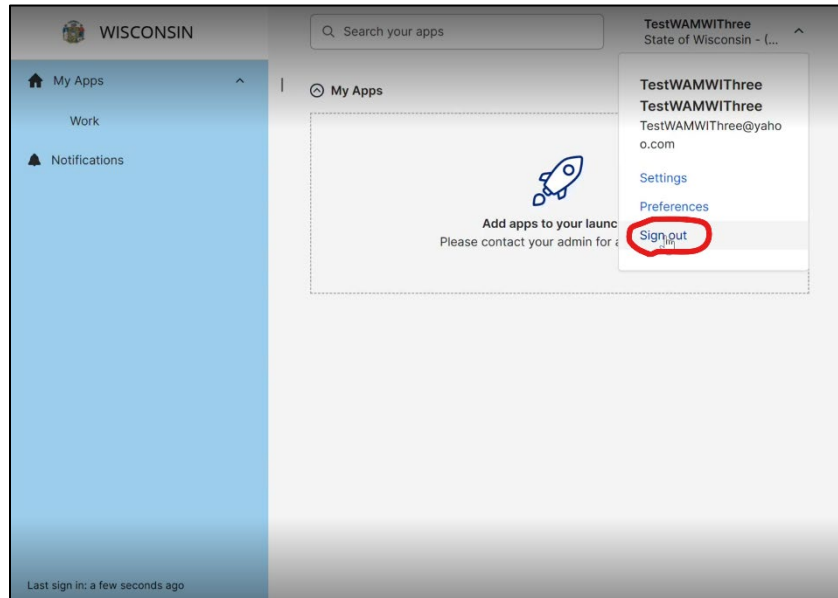
**Okta Verify**  
Okta Verify is an authenticator app, installed on your phone or computer, used to prove your identity  
Used for access  
[Set up](#)



**Security Key or Biometric Authenticator**  
Use a security key or a biometric authenticator to sign in  
Used for access  
[Set up](#)



9. After you continue through the optional security setups, you should land on the My Wisconsin ID user dashboard screen (rocket ship). You can now Sign Out.



**Now you have a MyWisconsin ID that you can use to log in to SWIMS!**

**You're ready to continue on to Step 2 of the setup process.**