How do I set up a Wisconsin user name and password to access the system?

1. Visit the Wisconsin Logon Management System page by clicking the following link, or cutting and pasting it into a browser.
   https://www.dwd.state.wi.us/accountmanagement/default.aspx

2. Click Self Registration.

3. Read the User Acceptance Agreement by clicking View More. If accepted, Click Accept at the bottom of the page to continue.
4. Fill in the information on the Logon Creation screen. Fields with a red asterisk (*) are required. While email address is not required, it is essential for you to be notified of changes in the system. It is highly recommended that this be filled in. Click Submit when finished filling out this page.

Please make note of the Wisconsin User Name and password chosen in this step as this will be the credentials used to access the system!

5. If your Wisconsin User Name creation was successful, you will see the following page:

```
Logon Creation

Your DWD/Wisconsin User Name was successfully created.
```

6. This Wisconsin User name is what you need to provide your facility lead in order to be granted access to PIE. **Note:** Your password does not need to be shared to get access to the system and should be shared under no circumstance.