



MICHIGAN DEPARTMENT OF
**LABOR & ECONOMIC
OPPORTUNITY**

**EMPLOYMENT
& TRAINING**

MILogin Account Creation for Job Seekers

The State of Michigan has adopted a new system, MILogin, which allows you to establish one account to access services from multiple state agencies and departments.

Step 1 – Login to PMTC Account

Job Seekers who have existing PMTC accounts start the process at www.MiTalent.org. Click “Sign In” in the upper right corner, then enter existing PMTC email address and click “Next.” When prompted, enter existing password and click “Sign In.”

A screenshot of the MILogin Sign In form. The form has a light blue background and a white border. At the top, there are two buttons: "SIGN IN ^" on the left and "CREATE ACCOUNT" on the right. Below these buttons, the text "SIGN IN" is displayed in a large, bold, dark blue font. Underneath, the text "Email Address Or MILogin User ID" is displayed in a smaller, dark blue font. Below this text is a white input field with a thin grey border. At the bottom left of the form, there is a dark blue button with the text "NEXT" in white.

At the Confirmation screen, select “Sign Up” to create a MILogin account.

Confirmation

Welcome to MILogin, which provides you the convenience of using only one set of login credentials to access multiple State of Michigan sites. Please read each description carefully and proceed by choosing one of the options below:

Click LOGIN to sign into an existing account.

LOGIN

Click SIGN UP to create a new account.

SIGN UP

Step 2 – Create Your Account: Profile Information

At the Profile Information screen, the following fields will be pre-populated: First Name, Last Name, Email Address, Confirm Email Address, and Mobile Number.

- Verify the pre-populated fields are accurate.
- Enter the answer to the verification question.
- Accept the terms and conditions by checking the box.
- Click “Next.”

MILogin

HOME

Create Your Account

1 Profile Information 2 Security Setup 3 Confirmation

Profile Information

Enter your profile information

* Required

* First Name Middle Initial * Last Name Suffix

Email Address Confirm Email Address

By providing an e-mail address, a new PIN can be sent to you to help with resetting a forgotten password.

Mobile Number

By providing a mobile number, a text message can be sent to you to help with resetting a forgotten password.

* Verification Question: doctoring has how many letters?

I agree to the terms & conditions.

NEXT RESET

Step 3 – Create Your Account: Security Setup

At the Security Setup screen, you will create a User ID and password for your MILogin account.

- The User ID is pre-populated with the PMTC email address.
- You may choose to use your email address, or you can create new User ID.
- Choose the preferred password recovery method(s) in the Security Options.
- Click “Create Account.”

Create Your Account

1 Profile Information
2 Security Setup
3 Confirmation

Security Setup

Provide user id and password information to complete your profile

* Required

*** User ID**

jstestfirst@gmail.com
✓

✓ This User ID is available

*** Password**

Enter password
✗

*** Confirm New Password**

Confirm password
✗

ⓘ User ID guideline:


- User ID must be at least 6 characters and can contain letters (a-z or A-Z), numbers (0-9), and the following symbols (@-?)

Password Guidelines:


- Must be at least 8 characters in length
- Must include characters from 3 of the following categories:
 - Upper case letters (A-Z)
 - Lower case letter (a-z)
 - Numbers (0-9)
 - Special characters (\$#,%!@~^&* -+=><)
- Should not be one of the last 3 used passwords
- Should not be based on your User ID

*** Security Options**


To choose your preferred password recovery method(s), please click on the buttons below. Multiple options can be selected.



Email



Mobile
(Text/SMS)



Security
Questions

CREATE ACCOUNT

BACK

Step 4 – Create Your Account: Security Options

At the Security Setup screen, you will create a User ID and password for your MILogin account. Next, choose your preferred password recovery method from the following: Email, Mobile (Text/SMS) and/or Security Questions. Multiple options can be selected.

Security Setup Tips

Please write down your User ID and password before you proceed to the security options so that you do not forget it. You will need to provide your User ID from this point forward every time you access the system.

Email Security Option

If you chose Email for your security option, you will receive one (Account Creation Submission Confirmed) email. This is to confirm that your request for online account creation has been submitted successfully and will contain your user ID. **The Email field will be pre-populated with the email address provided in the Profile Information.**

* Security Options

To choose your preferred password recovery method(s), please click on the buttons below. Multiple options can be selected.



* Email

testmwci@gmail.com

This email address will be used to receive a PIN for resetting forgotten password/additional authentication.

CREATE ACCOUNT

BACK

Mobile (Text/SMS) Security Option

If you chose the option of Mobile (Text/SMS) for your security option, you will receive two text messages. The first text message will contain your PIN number, the second text message is to confirm your account creation was successful. The Mobile (Text/SMS) field will be pre-populated if you provided a mobile number in the Profile Information.

* Security Options

Mobile (Text/SMS) Example

To choose your preferred password recovery method(s), please click on the buttons below. Multiple options can be selected.



* Mobile (Text/SMS)

1234567890

This mobile number will be used to receive a PIN for resetting forgotten password/additional authentication.

- By selecting "Mobile" option, you agree to receive text messages on your mobile number.
- Standard message & data rates may apply.

CREATE ACCOUNT

BACK

Verify Personal Identification Number (PIN)

The Verify Personal Identification Number (PIN) pop-up window will appear if you chose Mobile (Text/SMS) as your security option. Enter the PIN you receive here and click "Confirm." If you do not receive the text message with the PIN number, you can click "Resend PIN." To go back and choose another security option, click "Back."

The screenshot shows a form titled "Verify Personal Identification Number (PIN)". At the top left, it says "* Required". Below that, there is a section for "* PIN" with a text input field containing the placeholder "Enter the PIN". To the right of the input field is a light blue box containing two bullet points: "Please enter the PIN received on your mobile." and "If you did not receive the PIN, click 'Resend PIN' button." Below the input field is a "RESEND PIN" button. At the bottom of the form are two buttons: "BACK" with a left-pointing arrow and "CONFIRM".

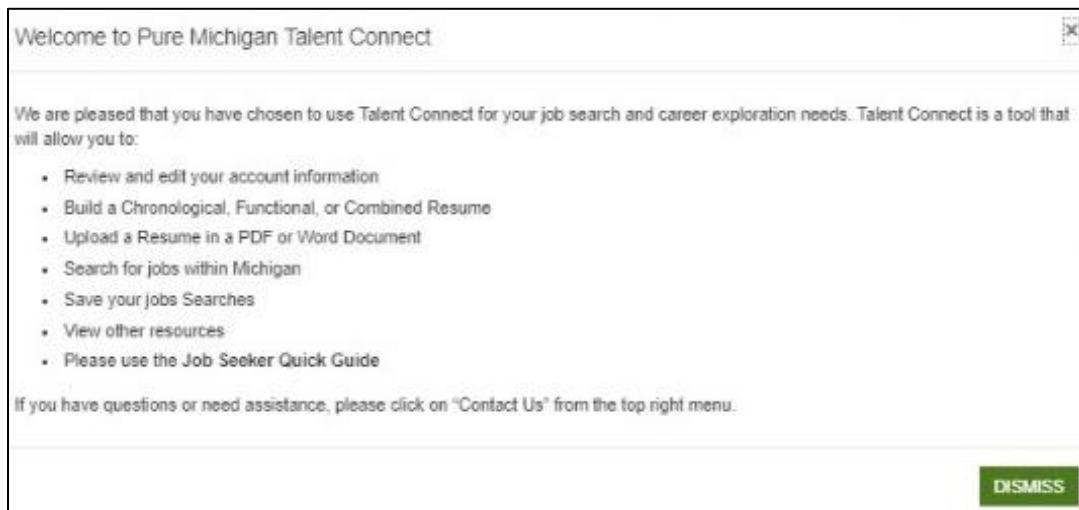
Security Questions Security Options

If you chose Security Questions for your security option, you must answer all the Security Questions and select "Create Account."

The screenshot shows a screen titled "* Security Options". Below the title, it says "To choose your preferred password recovery method(s), please click on the buttons below. Multiple options can be selected." There are three buttons: "Email" (with an envelope icon), "Mobile (Text/SMS)" (with a mobile phone icon), and "Security Questions" (with a question mark icon and a checkmark). The "Security Questions" button is highlighted with a red border. Below the buttons is a section titled "* Security Questions" with four rows of questions and answers. Each row has a dropdown menu for the question and a text input field for the answer. The questions and answers are: "What was your favorite place to visit as a child?" (Lansing), "What was the last name of your third grade teacher?" (Lansing), "What was the make of your first car?" (Lansing), and "In what city were you born in?" (Lansing). At the bottom of the screen are two buttons: "CREATE ACCOUNT" and "BACK".

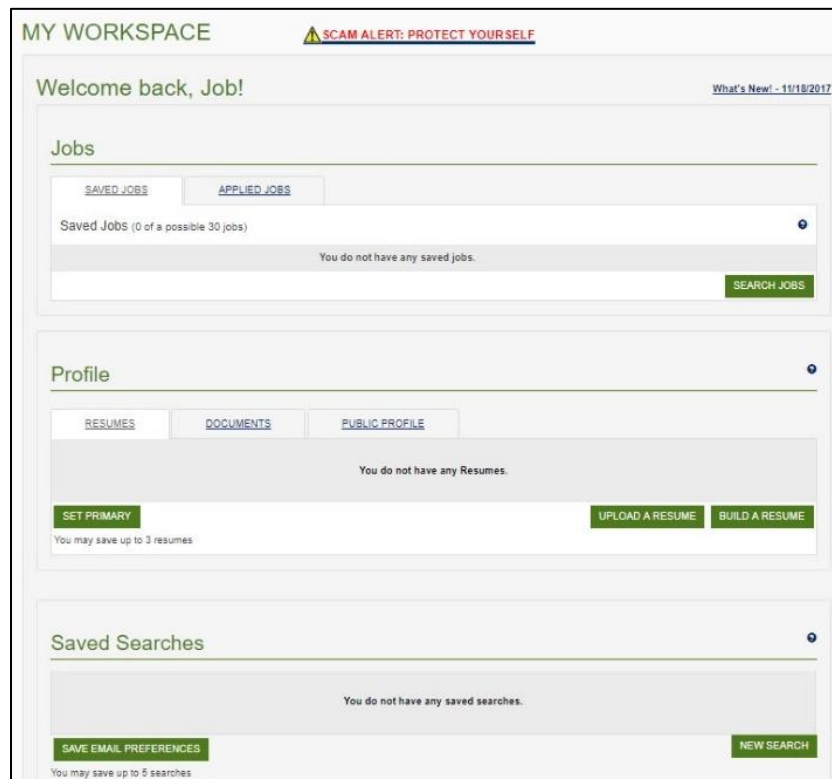
Step 5 – MILogin Job Seeker Account Created

You are redirected to the Welcome to Pure Michigan Talent Connect pop-up window. Once you have read the information, dismiss the pop-up screen. You have now completed all the steps to create your MILogin account and connect your PMTC account.



Step 6 – My Workspace

Browse the workspace which is designed to help organize your job search. This is where you save job postings, job searches, resumes and job search documents. Log out by clicking on the "Sign Out" in the upper right-hand corner of the page.



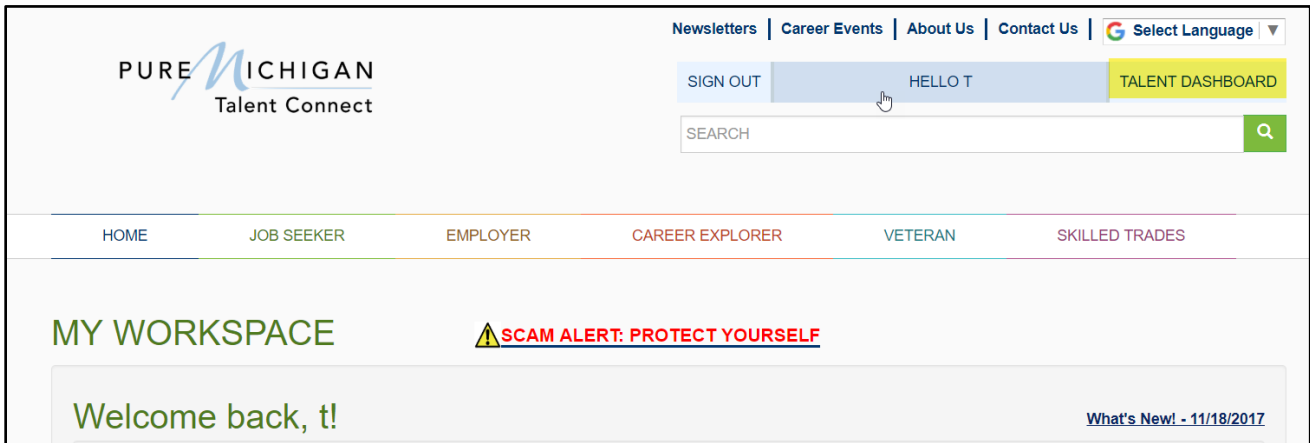
You have completed the MILogin and PMTC Job Seeker account creation process!

Talent Dashboard

If you have an active unemployment claim with the Unemployment Insurance Agency, you will be able to see the Talent Dashboard. The Talent Dashboard is where you will be able to access your unemployment claim information and your job matches. There are also other resources available and a to-do list to keep you on track with important unemployment claim items.

Go to Talent Dashboard

Access Talent Dashboard by clicking on the Talent Dashboard button in the upper right-hand corner of the screen.



Talent Dashboard

To return to PMTC, click “Go to Pure Michigan Talent Connect,” or to view Claim information, click “Go to Michigan Account Manager (MIWAM).”

