

# EMPLOYMENT & TRAINING

# **Existing Job Seeker MILogin Account Setup Process**

The State of Michigan MILogin system 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 Pure Michigan Talent Connect accounts start the process at <a href="www.MiTalent.org">www.MiTalent.org</a>. Click "Sign In" in the upper right corner, then enter your existing PMTC email address and click "Next." When prompted, enter your existing password and click "Sign In." At the Confirmation screen, select "Sign Up" to create a MILogin account.

### **Step 2 – Create Your Account: Profile Information**

At the Profile Information screen, complete all required fields. After each of the eight steps, click "Next Step" to move to the next item.

**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.

#### **Account Creation Submission Confirmation**

You will receive an email message that confirms your account creation was successful and contains your new User ID.

### Step 3 - 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 4 - 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 now 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.

Access Talent Dashboard by clicking on the Talent Dashboard button in the upper right-hand corner of the screen. To return to PMTC, click "Go to Pure Michigan Talent Connect," or to view Claim information, click "Go to Michigan Account Manager (MIWAM)."