HOW TO: Find a Safety Education course in Go Wild
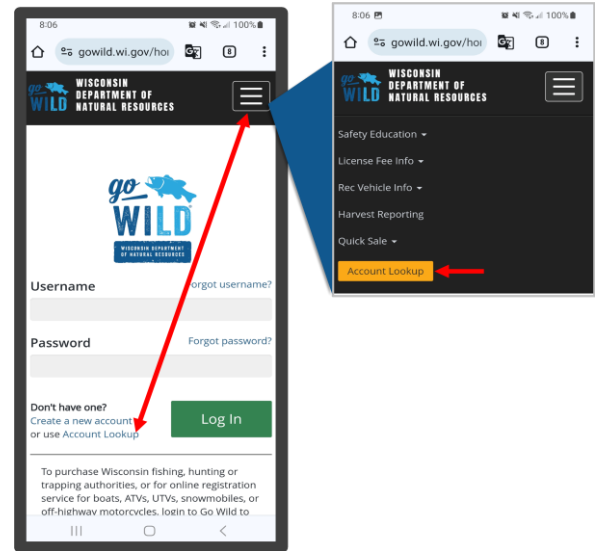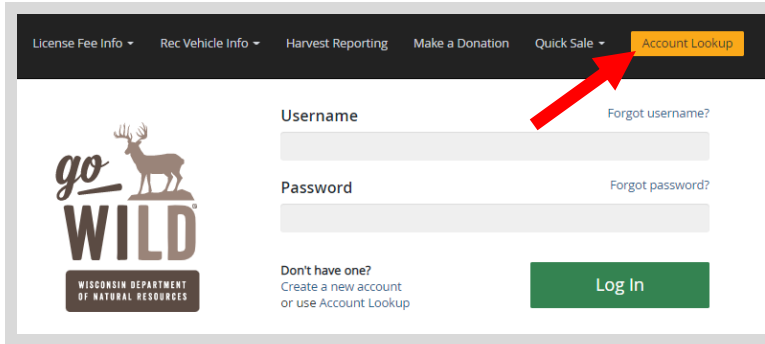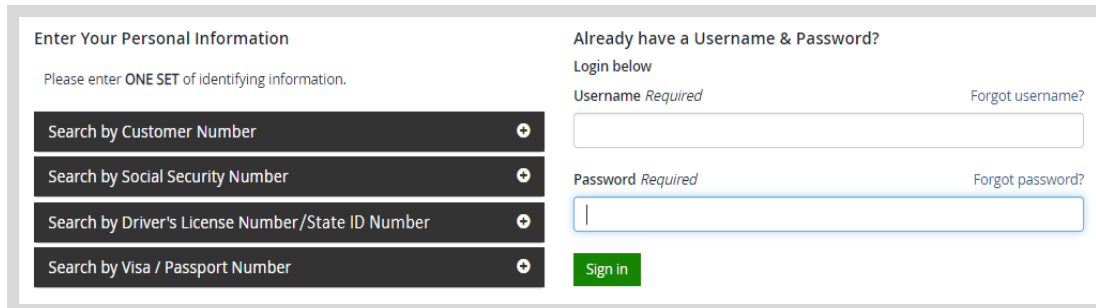
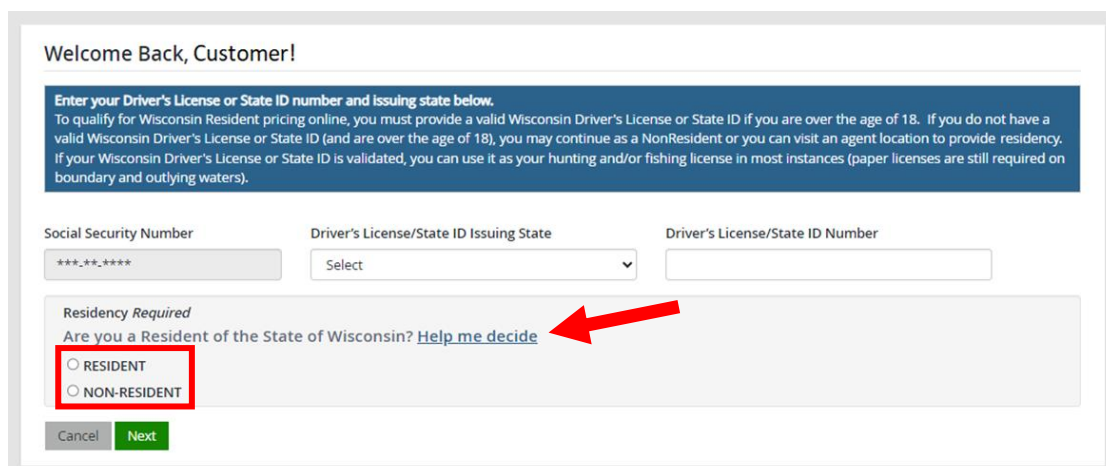## STEP 1: Log in / create your Go Wild account

- **Visit the website gowild.wi.gov.** If you have already set up a username/password for your account, you may log in directly using that. If you have not yet created a username/password, use the "Account Lookup" option to search for your account or create a new account if necessary.

  - **Mobile Users** who haven't created a username/password may access the account look-up options by selecting "Account Lookup" under the username section or select the ▤ icon to display the "Account Lookup" button.

- **Access your Account -** Search for your existing customer record using one of the four personal information options on the left (enter only numbers without any punctuation). Or enter your username and password for your account if you have already created one.

- **Welcome Back!** Enter your Driver License/State ID issuing state and ID number. If you do not have that information, leave <u>both</u> fields blank. *Note: To qualify for resident licenses, all customers age 18 and over must include a WI Driver License/State ID number.* Next indicate your state <u>residency</u> (Wisconsin resident or nonresident). If you are unsure of your state residency, select the <u>Help me decide</u> link.

- **NEW requirement for all GoWild users - Create Username and Security Question.**
  NOTE: This screen will only display if you have <u>not</u> yet created a username/password for your GoWild account.
  Enter the following and select the Next button when finished.
     1. Create a <u>username</u> for your account, following the requirements listed on the page.
     2. Create a unique <u>password</u> for your account following the requirements listed on the page. You will need to enter it a second time to confirm it.
     3. Create a <u>Security Question</u> and the answer to that question. (This question will be used should you need to reset your password).

Create Username and Security Question

A username and password is required. Please read the instructions below for the requirements. You will be able to use this login information in the future when you access the Go Wild site.

Create Username and Password

Your Username must be between 5-20 characters and consist of letters and/or numbers.

Username *Required*

[   ] **1**

Your Password must be between 8-20 characters and contain at least one numeric character, at least one upper-case character, at least one lower-case character, and at least one symbol (except the "@" sign). Passwords and Security Answers are case sensitive.

Create New Password *Required*   **Confirm New Password** *Required*

[   ]   [   ] **2**

Set Security Question

Please set your security question and answer. This question will be used should you need to reset your password.

Security Question *Required*

[   ]

Security Answer *Required*   **3**

[   ]

[Next]

- **Review Summary.** Check your personal information for accuracy. If changes need to be made, select the ☑ Edit icon. If everything is correct, select the [Yes] button.

Review Summary

Personal Information   ☑ Edit

CUSTOMER TEST   **Social Security Number**   **Visa / Passport Number**
123 FAKE ST   ***-**-****
ANYTOWN, WI 55555
UNITED STATES   **Date of Birth**   **Issuing Country**
                         02/06/1975
(123) 456-7890 ⓢ

- **Customer Home Page.** You have reached your customer home page where you may select licenses, register game, register recreational vehicles, and more!
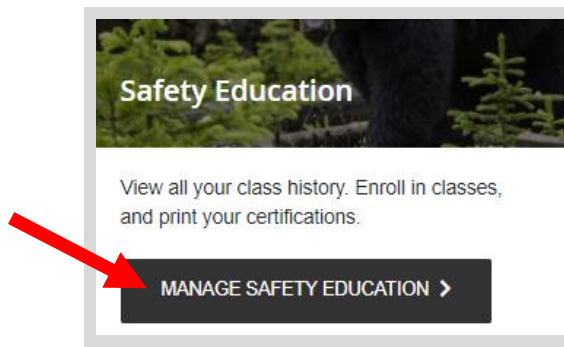
go WILD   Home   Catalog   Welcome, Customer   Sign out   🛒 Cart 0

Hi, **Customer**   **DNR ID:** 000-000-000

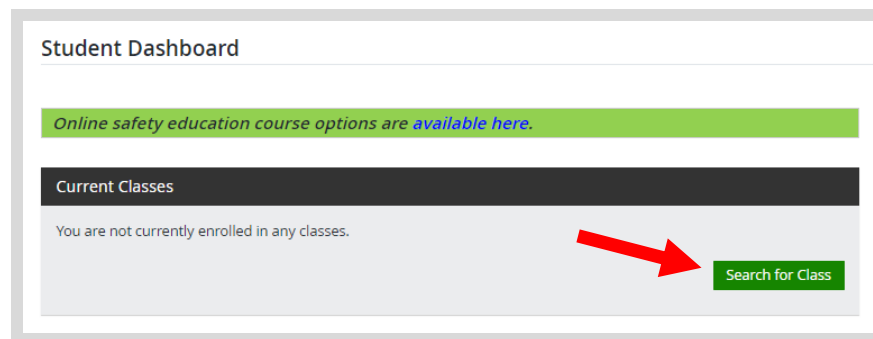   View / Edit Profile

Please review the expiration dates in your shopping cart associated with what you are purchasing.

Did You Know? You can edit any of your submitted applications up until the deadline and can reprint any of your documents in the Manage Your Licenses section of your dashboard.
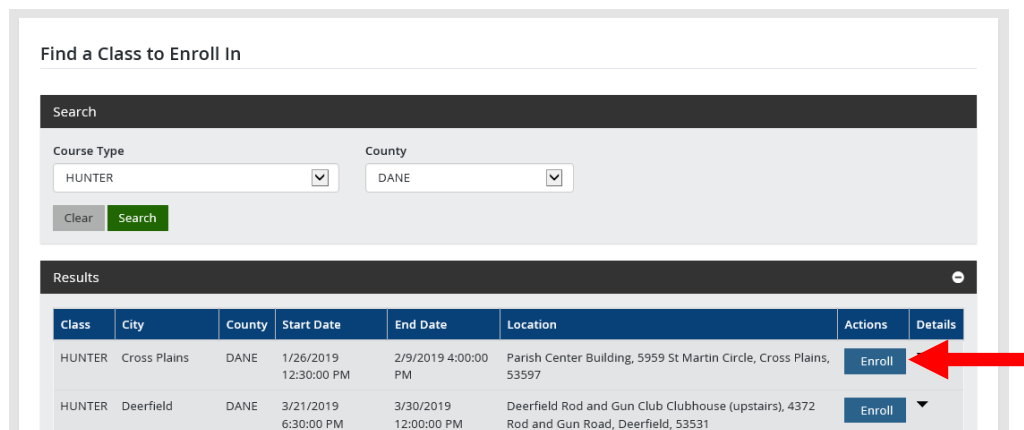
- **Your Home Page.** Locate the Section on Safety Education and select the link to <u>MANAGE SAFETY EDUCATION.</u>

- **Student Dashboard.** This page shows your student information, any classes you have already taken, and any classes you are currently enrolled in. Select Search for Class if you would like to find an in-person class to enroll. *Or you may also select the blue link at the top to get enrollment info for online classes.*

- **Search and Enroll.** Enter the <u>Course Type</u> (ATV, boat, snowmobile, hunter, etc.) you would like to look for and the <u>County</u> you would like to find the class in and select <u>Search</u>. Classes that are posted and ready for student sign-up will be listed. If the class has online enrollment, you may sign up by selecting the <u>Enroll</u> button. If not, you may enroll via phone by calling the instructor contact number.

- **Confirmed.** You will see a message at the top indicating you have successfully enrolled in the class. Select <u>Done</u> when you are ready to leave the page. If you change your mind, you can unenroll from your Student Dashboard.