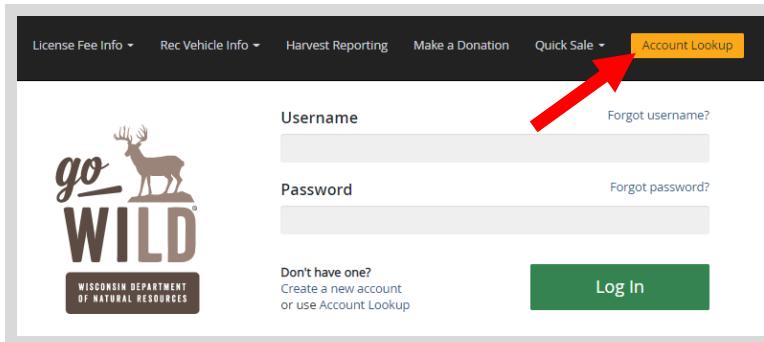


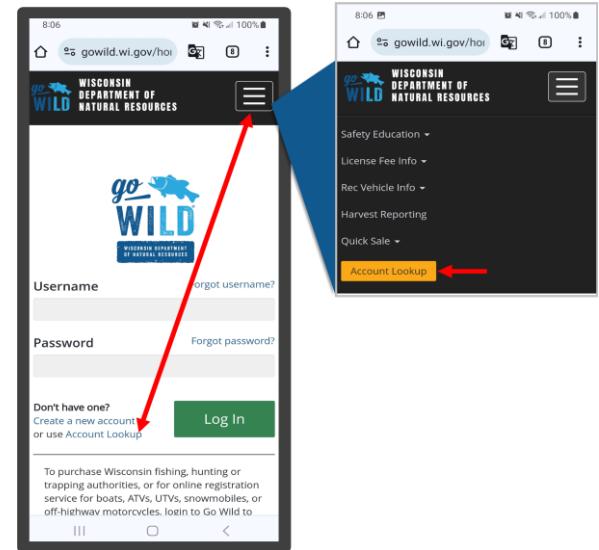
HOW TO: Print a safety education certificate on Go Wild

STEP 1: Log in / create your Go Wild account

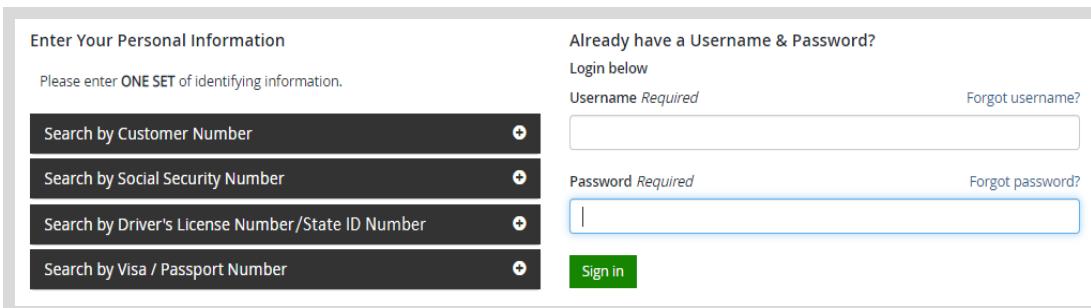
- Visit the website gowild.wi.gov. If you have already set up a username/password for your account, you may log in directly using that. If you have not yet created a username/password, use the “Account Lookup” option to search for your account or create a new account if necessary.



The screenshot shows the desktop version of the Go Wild login page. At the top, there are navigation links: License Fee Info, Rec Vehicle Info, Harvest Reporting, Make a Donation, Quick Sale, and Account Lookup. The Account Lookup link is highlighted with a red arrow. Below the header is the go WILD logo. The main form has fields for Username and Password, with 'Forgot username?' and 'Forgot password?' links. At the bottom, there is a 'Log In' button and a link for 'Don't have one? Create a new account or use Account Lookup'.

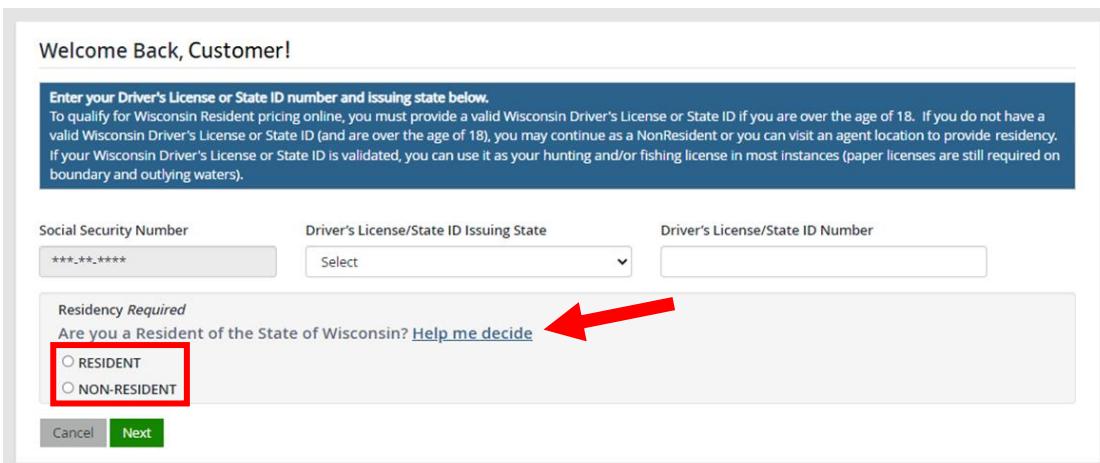


- Mobile Users who haven't created a username/password may access the account look-up options by selecting “Account Lookup” under the username section or select the  icon to display the “Account Lookup” button.
- Access your Account** - Search for your existing customer record using one of the four personal 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.



The screenshot shows the 'Enter Your Personal Information' search page. It has two main sections: 'Enter Your Personal Information' on the left and 'Already have a Username & Password?' on the right. The 'Enter Your Personal Information' section contains four dropdown menus: 'Search by Customer Number', 'Search by Social Security Number', 'Search by Driver's License Number/State ID Number', and 'Search by Visa / Passport Number'. The 'Search by Customer Number' dropdown is highlighted with a red arrow. The 'Already have a Username & Password?' section includes 'Login below', 'Username Required' (with a 'Forgot username?' link), 'Password Required' (with a 'Forgot password?' link), and a 'Sign in' button.

- Welcome Back!** Enter your Driver License/State ID issuing state and ID number. If you do not have that information, leave both 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 residency (Wisconsin resident or nonresident). If you are unsure of your state residency, select the Help me decide link.



The screenshot shows the 'Welcome Back, Customer!' page. It has a note about entering a valid Wisconsin Driver's License or State ID. Below is a form with fields for Social Security Number, Driver's License/State ID Issuing State (a dropdown menu), and Driver's License/State ID Number. At the bottom, there is a question: 'Are you a Resident of the State of Wisconsin? Help me decide'. Two radio buttons are provided: 'RESIDENT' (which is highlighted with a red arrow) and 'NON-RESIDENT'.

- **NEW requirement for all GoWild users - Create Username and Security Question.**

NOTE: This screen will only display if you have not yet created a username/password for your GoWild account. Enter the following and select the Next button when finished.

1. Create a username for your account, following the requirements listed on the page.
2. Create a unique password 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 Security Question 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

2

Confirm New Password Required

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

3

Security Answer Required

3

Next

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

Review Summary

Personal Information

CUSTOMER TEST
123 FAKE ST
ANYTOWN, WI 55555
UNITED STATES

(123) 456-7890 

Social Security Number
-**-*

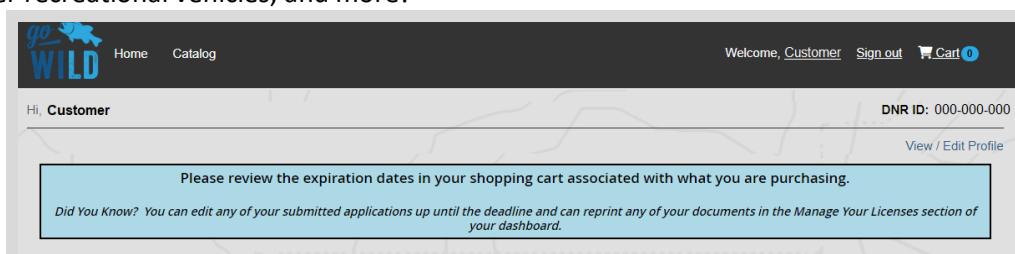
Date of Birth
02/06/1975

Visa / Passport Number

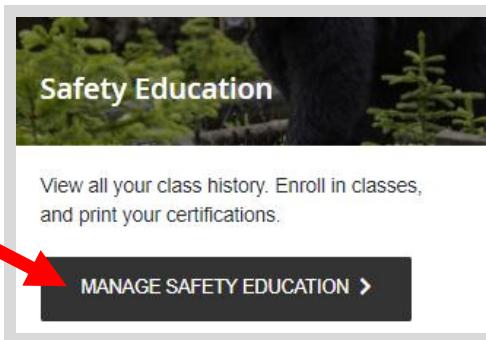
Issuing Country




- **Customer Home Page.** You have reached your customer home page where you may select licenses, register game, register recreational vehicles, and more!



- **Your Home Page.** Locate the Section on Safety Education and select the link to MANAGE SAFETY EDUCATION.



- **Printing your certificate.** Select the Reprint Certificates button to bring up the documents for printing.

- **Your Safety Education Certificate.** Your certificate will look like this:

