

Step-by-Step Guide to Create a MyWisconsin ID Account

Prior to starting....

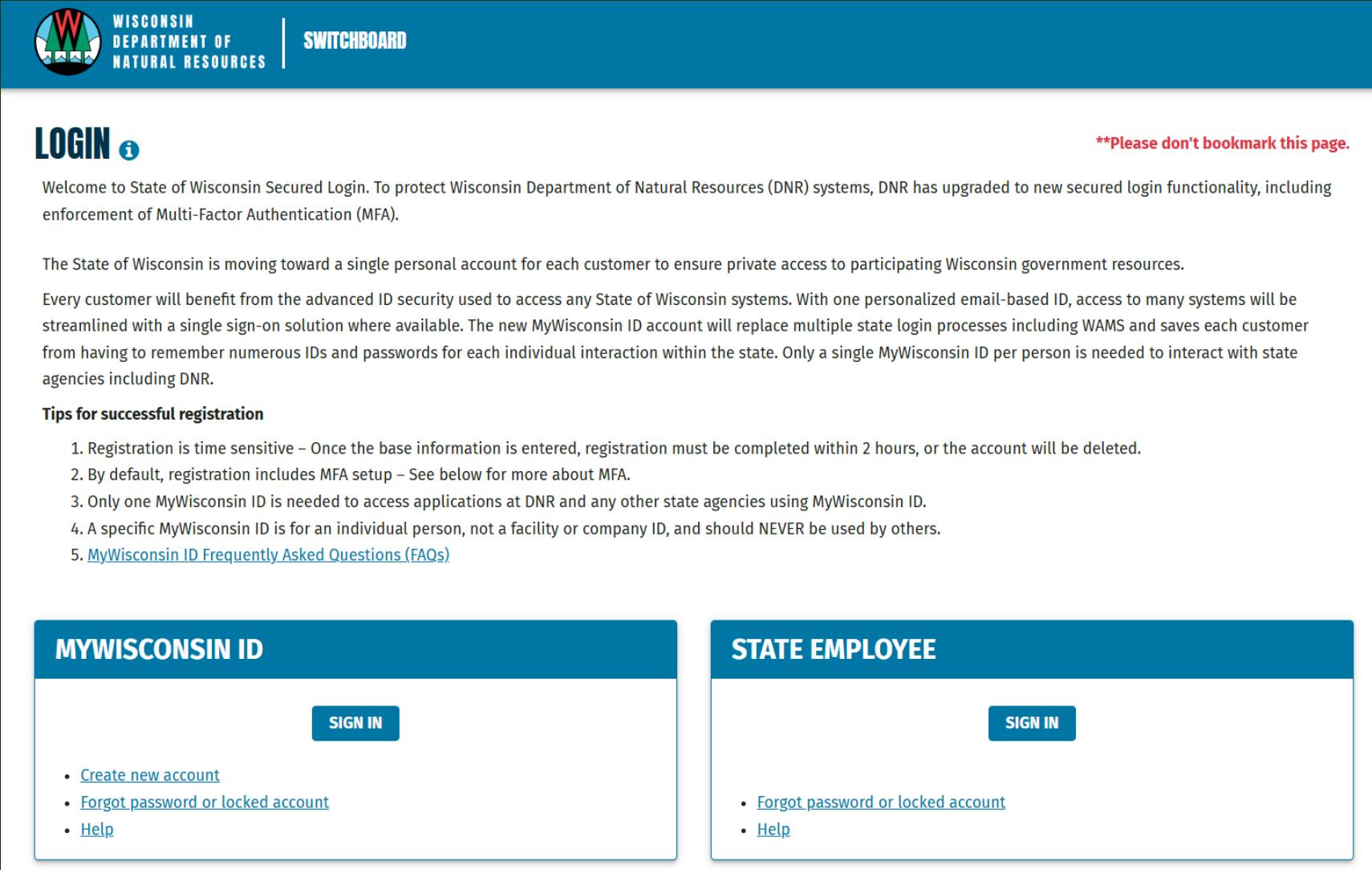
- Make sure you are near your phone and logged into your email
 - You need both to complete set up
- Make sure you have an uninterrupted 15-minute chunk of time to complete all the steps to avoid the system timing out
- Make sure you have your WAMS ID and password handy (you need them to transfer data from your WAMS account to your MyWisconsin ID account)

Overview of steps

- Enter first name, last name, and email address
- Verify your email address via link or code
- Set up your password
- Set up a security method
- Log into Switchboard with your new MyWisconsin ID account
- Do one of the following
 - If you previously had access to Switchboard with a WAMS ID, transfer your WAMS data to your new MyWisconsin ID account (**IMPORTANT**)
 - **This saves you the step of having to re-request facility and role access and mail a new e-signature authorization page**
 - If you never had access to Switchboard with a WAMS ID, request access to your facility and mail your e-signature authorization page

Navigate to Switchboard by going to this link:

<https://apps.dnr.wi.gov/securitygateway/login?r=/switchboard>



The image shows the Wisconsin Department of Natural Resources (DNR) Switchboard login page. The page has a blue header with the DNR logo and the word "SWITCHBOARD". Below the header, there is a "LOGIN" button with a help icon, and a note in red text: "Please don't bookmark this page." The main content area contains text about the new secured login functionality and Multi-Factor Authentication (MFA). It also includes "Tips for successful registration" with five numbered steps and a link to "MyWisconsin ID Frequently Asked Questions (FAQs)". At the bottom, there are two sections: "MYWISCONSIN ID" and "STATE EMPLOYEE", each with a "SIGN IN" button and a list of links for account creation, password recovery, and help.

WISCONSIN
DEPARTMENT OF
NATURAL RESOURCES | SWITCHBOARD

LOGIN ?

**Please don't bookmark this page.

Welcome to State of Wisconsin Secured Login. To protect Wisconsin Department of Natural Resources (DNR) systems, DNR has upgraded to new secured login functionality, including enforcement of Multi-Factor Authentication (MFA).

The State of Wisconsin is moving toward a single personal account for each customer to ensure private access to participating Wisconsin government resources.

Every customer will benefit from the advanced ID security used to access any State of Wisconsin systems. With one personalized email-based ID, access to many systems will be streamlined with a single sign-on solution where available. The new MyWisconsin ID account will replace multiple state login processes including WAMS and saves each customer from having to remember numerous IDs and passwords for each individual interaction within the state. Only a single MyWisconsin ID per person is needed to interact with state agencies including DNR.

Tips for successful registration

1. Registration is time sensitive – Once the base information is entered, registration must be completed within 2 hours, or the account will be deleted.
2. By default, registration includes MFA setup – See below for more about MFA.
3. Only one MyWisconsin ID is needed to access applications at DNR and any other state agencies using MyWisconsin ID.
4. A specific MyWisconsin ID is for an individual person, not a facility or company ID, and should NEVER be used by others.
5. [MyWisconsin ID Frequently Asked Questions \(FAQs\)](#)

MYWISCONSIN ID

[SIGN IN](#)

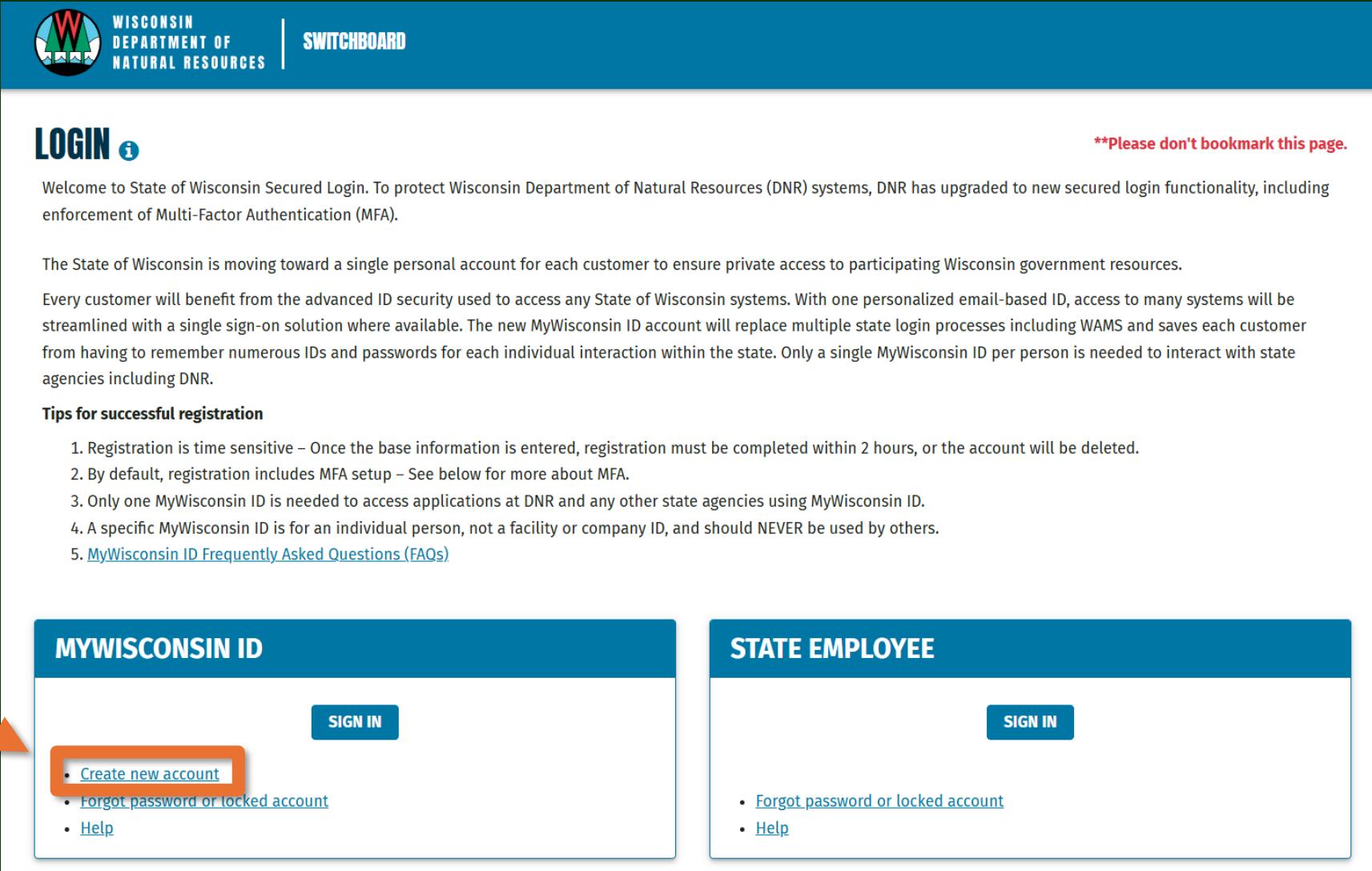
- [Create new account](#)
- [Forgot password or locked account](#)
- [Help](#)

STATE EMPLOYEE

[SIGN IN](#)

- [Forgot password or locked account](#)
- [Help](#)

Click “Create new account”



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Tips for successful registration

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MYWISCONSIN ID

- [Create new account](#)
- [Forgot password or locked account](#)
- [Help](#)

STATE EMPLOYEE

- [Forgot password or locked account](#)
- [Help](#)

Click the link <https://apps.wisconsin.gov>

 State of Wisconsin
Division of Enterprise Technology

Who We Are ▾ Customers ▾ IT Services/Solutions ▾ Policy/Planning ▾ Support ▾ News/Events ▾ Careers 

MyWisconsin ID Self Registration

[MyWisconsin ID](#)
[Resources Home](#)
[MyWisconsin ID FAQs](#)

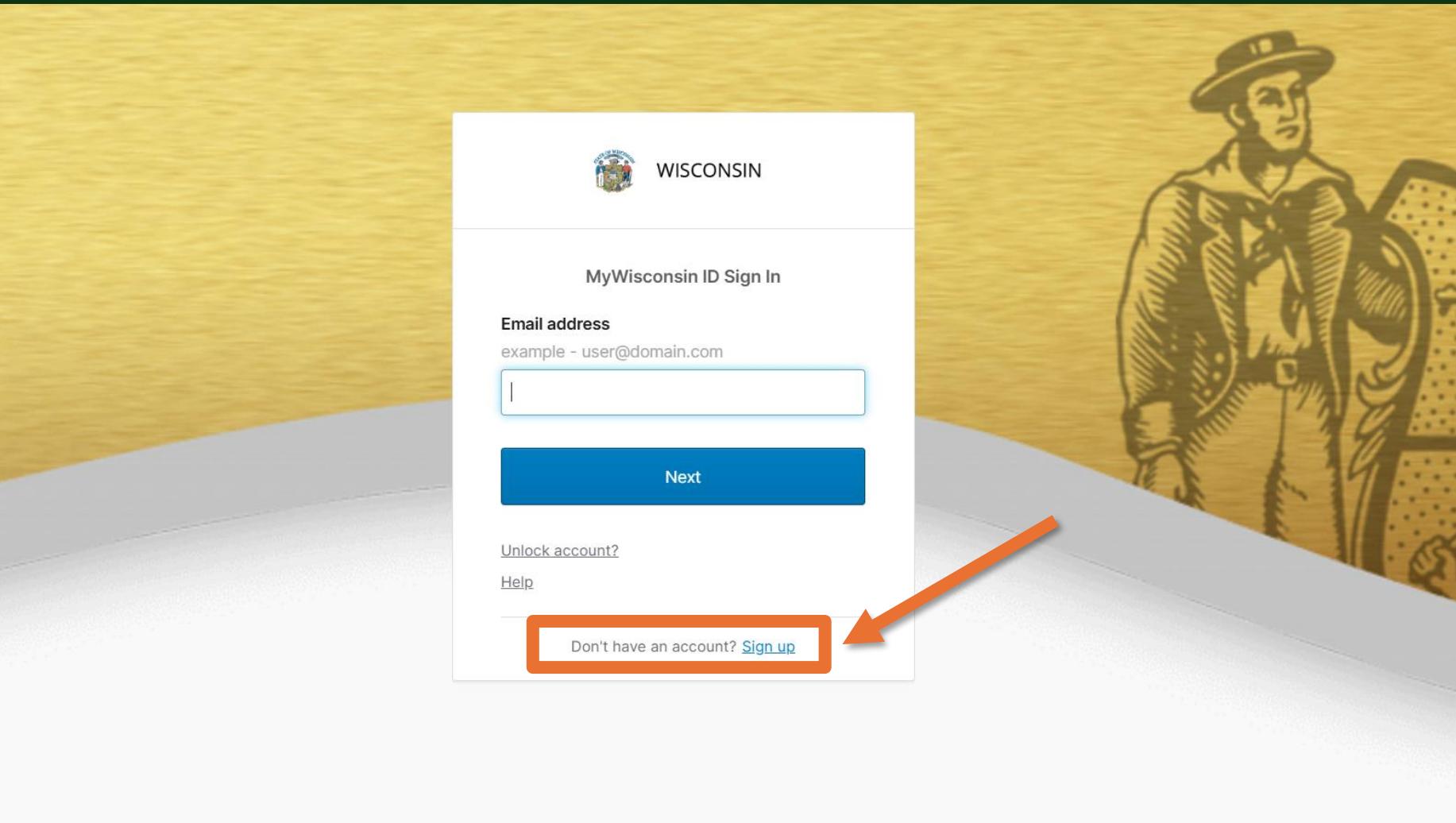


Below is a step-by-step guide to register for a new MyWisconsin ID account:

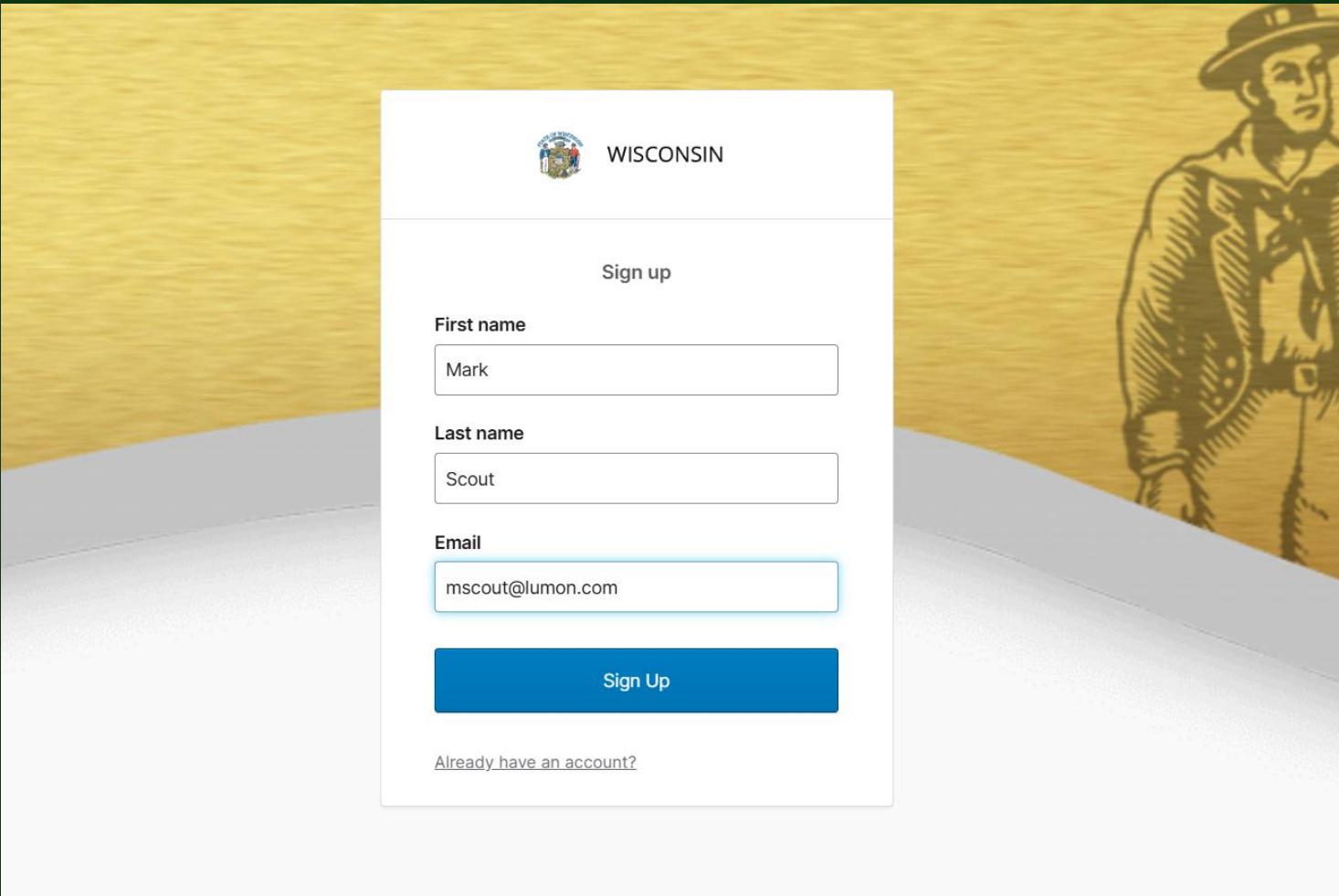
Step 1)
To create a MyWisconsin ID account, go to <https://apps.wisconsin.gov>, and click the **Sign Up** link.

 WISCONSIN

Click “Sign up”

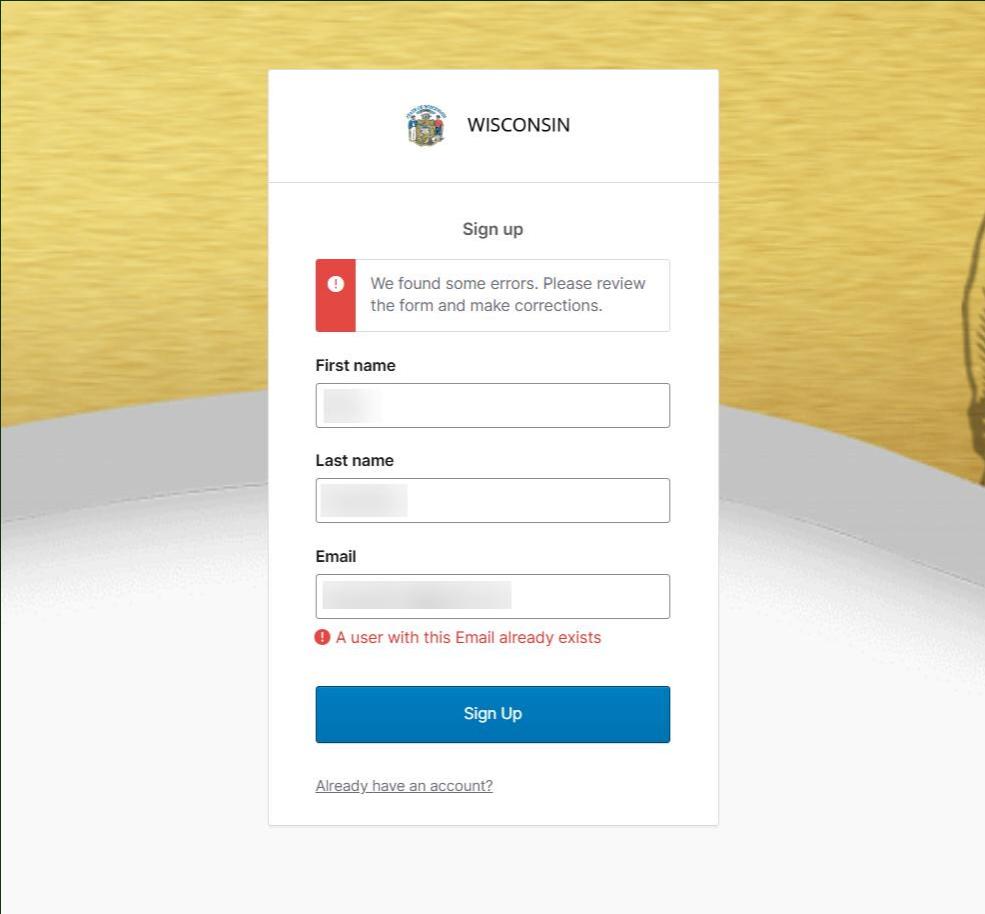


Enter your first name, last name, and email



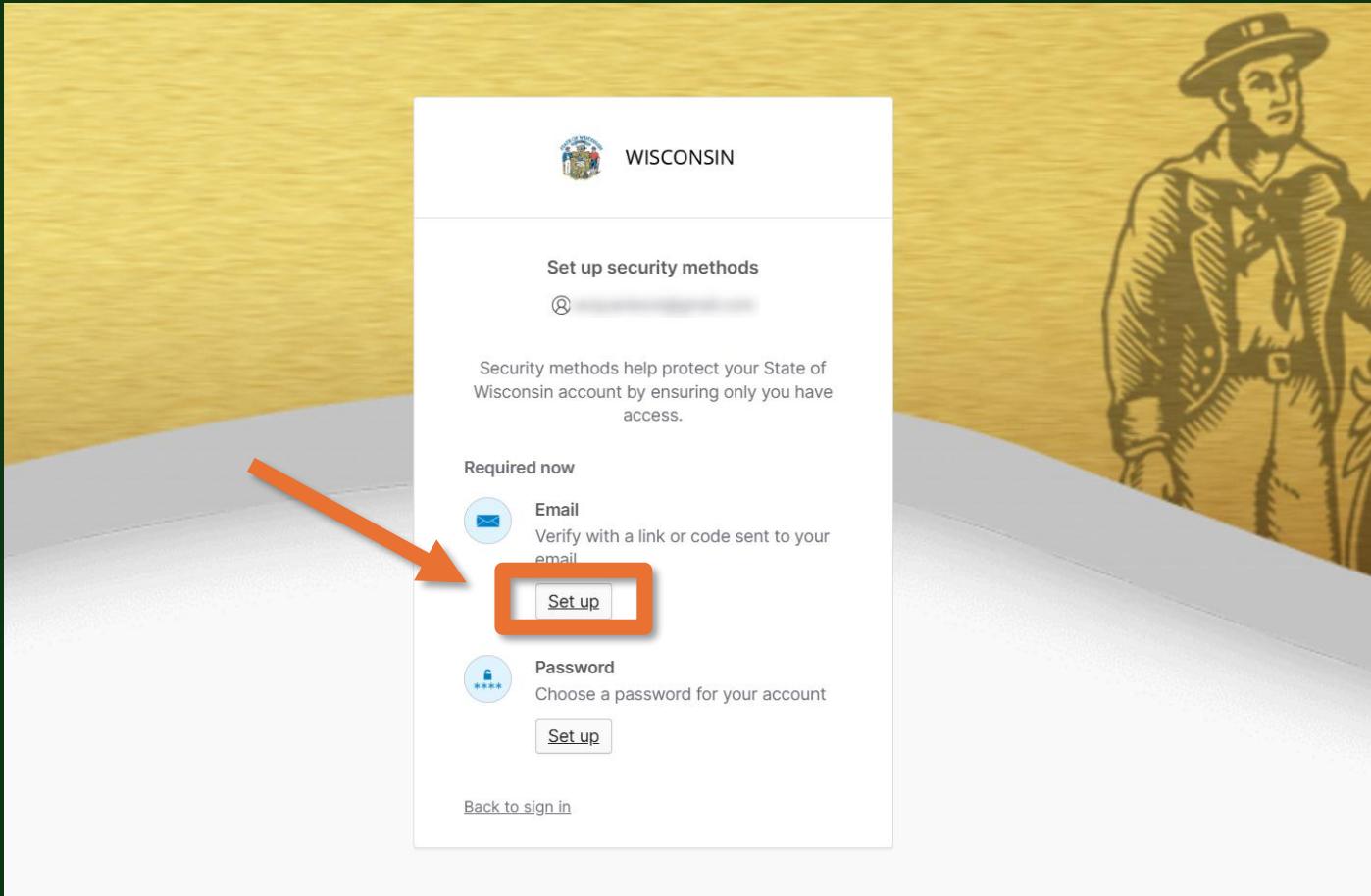
 The email address must be real and unique. The same email address cannot be used for more than one MyWisconsin ID account. Later, you will have the option to let us know your preferred contact email if it is different from the email address you use to create your MyWisconsin ID account.

If this email address is already associated with a MyWisconsin ID, you will see the following message: “A user with this Email already exists”



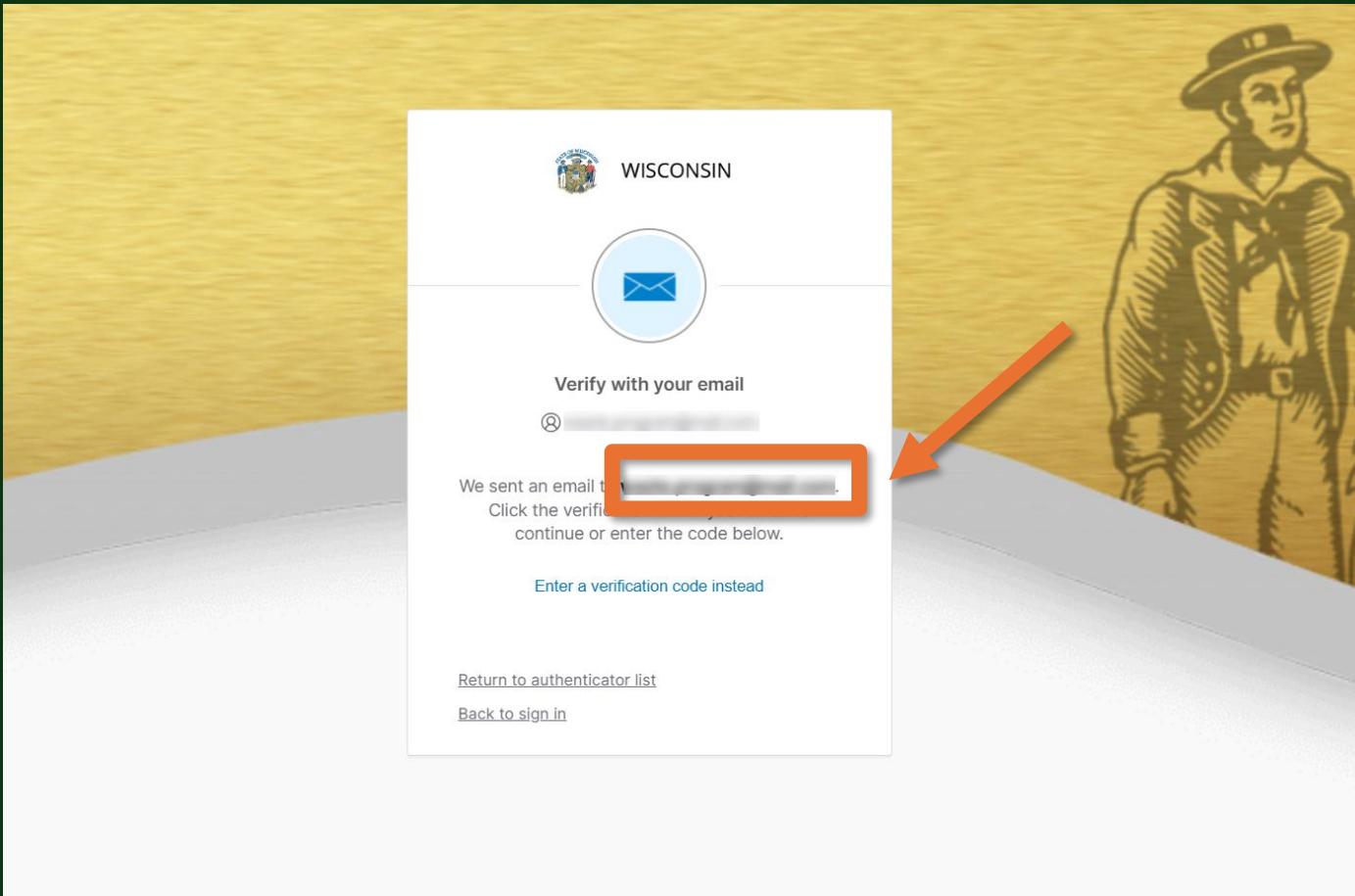
💡 If you already created a MyWisconsin ID with this email, click “Already have an account?”, follow the prompts to sign in, and skip to page 39 of this instruction guide.

Click “Set up” to verify your email



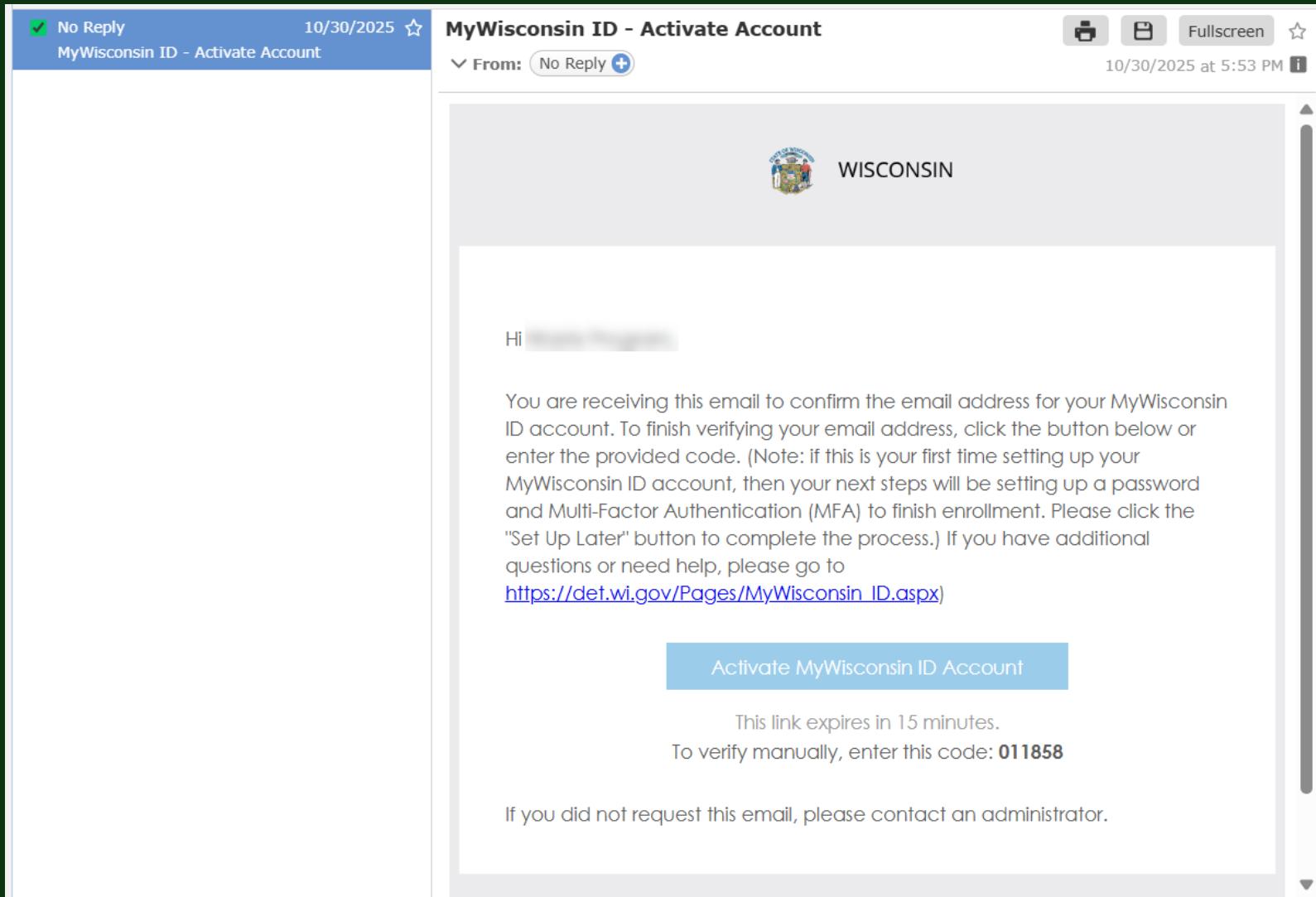
💡 You will receive an email with a verification link or code. They expire in 15 minutes, so proceed to the next steps quickly.

Check your email for the verification link or code

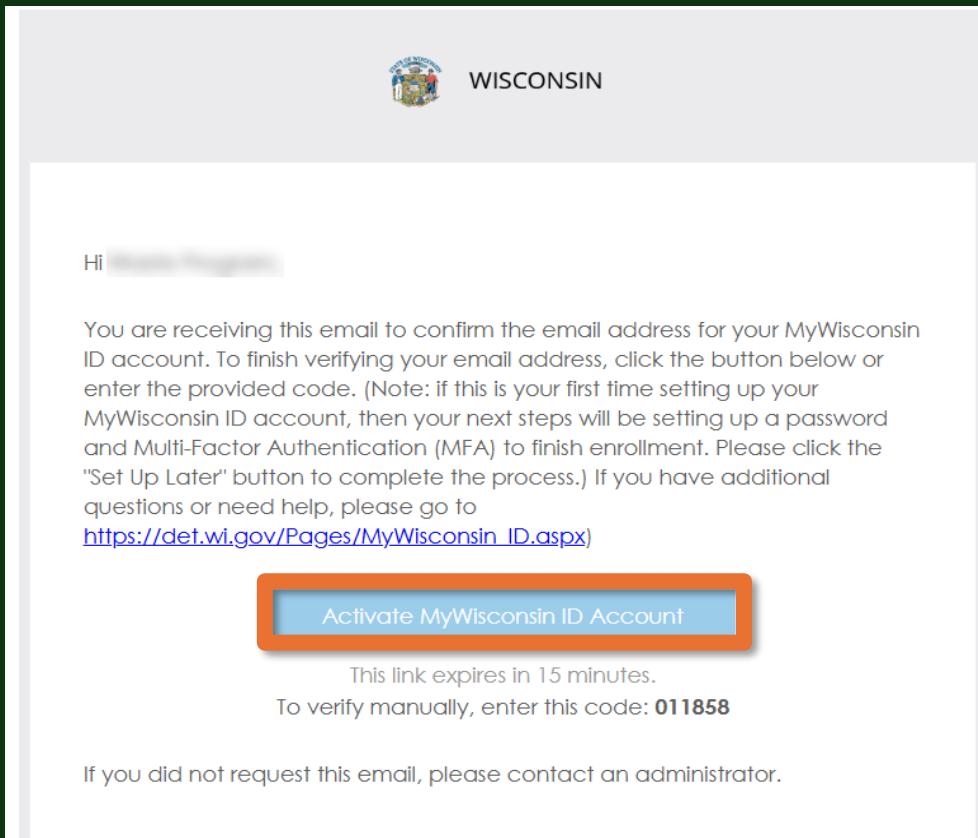


💡 You will see this page telling you what email address the link and code were sent to

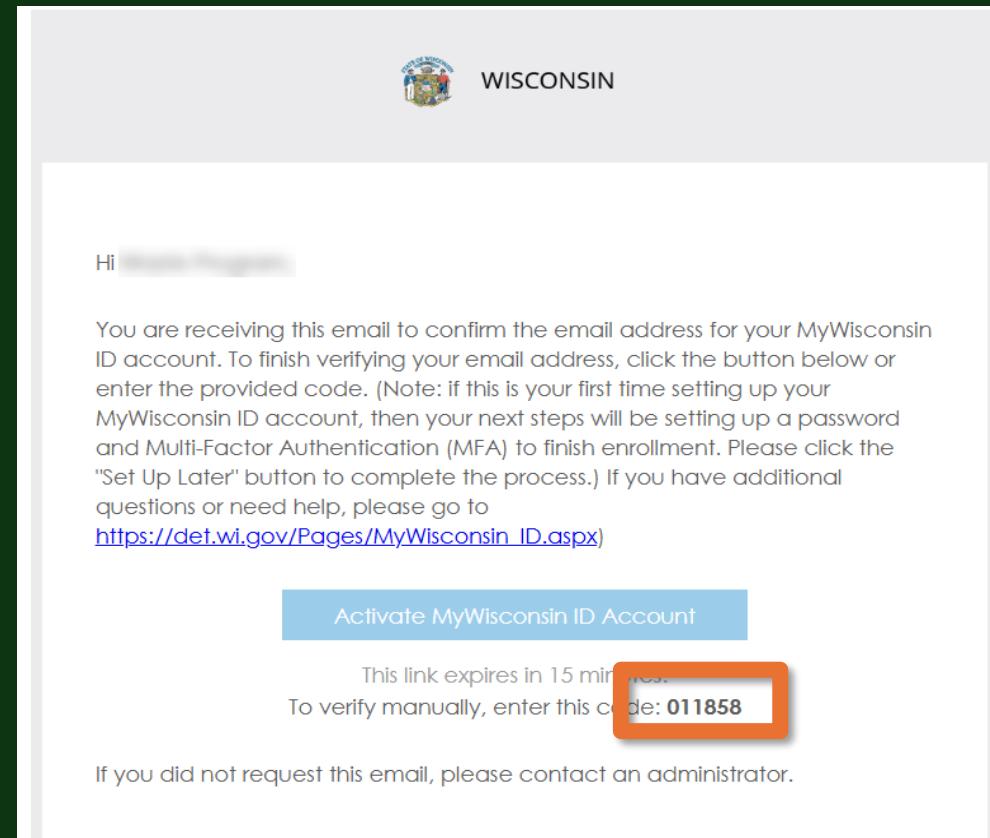
Open the email from “No Reply” with subject *MyWisconsin ID – Activate Account*

An image of an email interface. The top bar is blue with the text "No Reply" with a checkmark, the date "10/30/2025", and a star icon. The subject line is "MyWisconsin ID - Activate Account". The main content area has a white background. At the top, there is a logo of the State of Wisconsin and the word "WISCONSIN". Below that, a greeting says "Hi [redacted]". The main text explains that the recipient is receiving this email to confirm their email address for their MyWisconsin ID account. It instructs them to click a button or enter a code to verify their email. It notes that if this is their first time setting up the account, they will need to set up a password and Multi-Factor Authentication (MFA). It provides a link: https://det.wi.gov/Pages/MyWisconsin_ID.aspx. A blue button labeled "Activate MyWisconsin ID Account" is centered. Below it, a note says "This link expires in 15 minutes." and "To verify manually, enter this code: 011858". At the bottom, a message says "If you did not request this email, please contact an administrator.".

Complete ONE of the following:

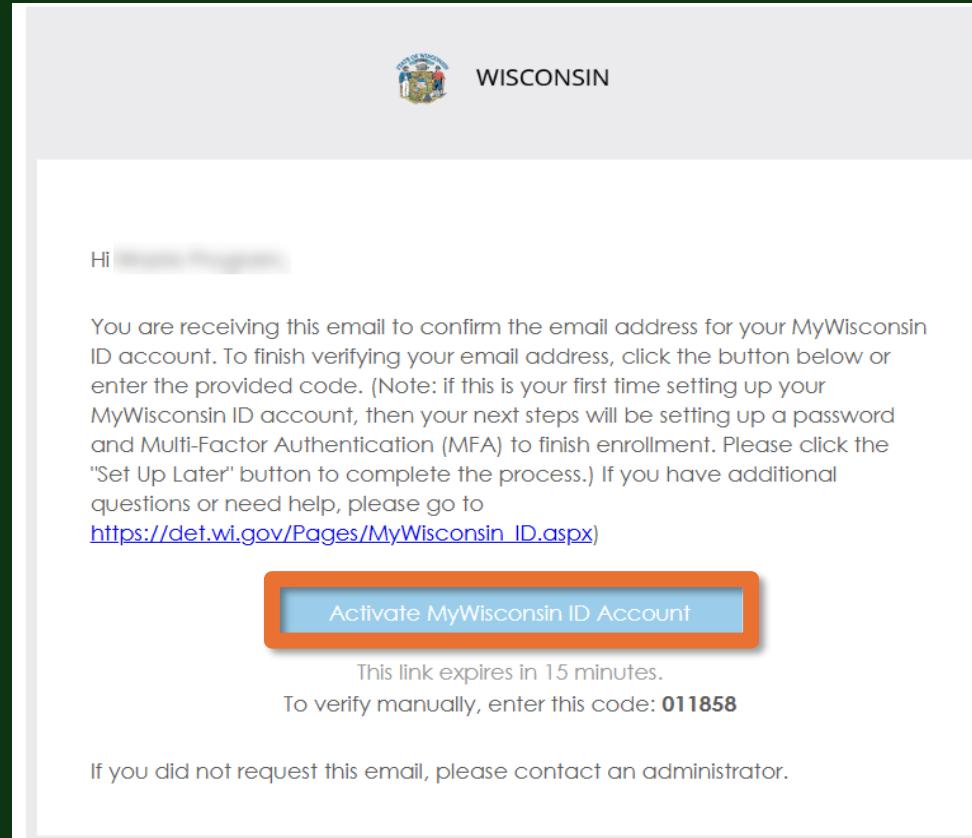


Option 1: Click the “Activate MyWisconsin ID” button



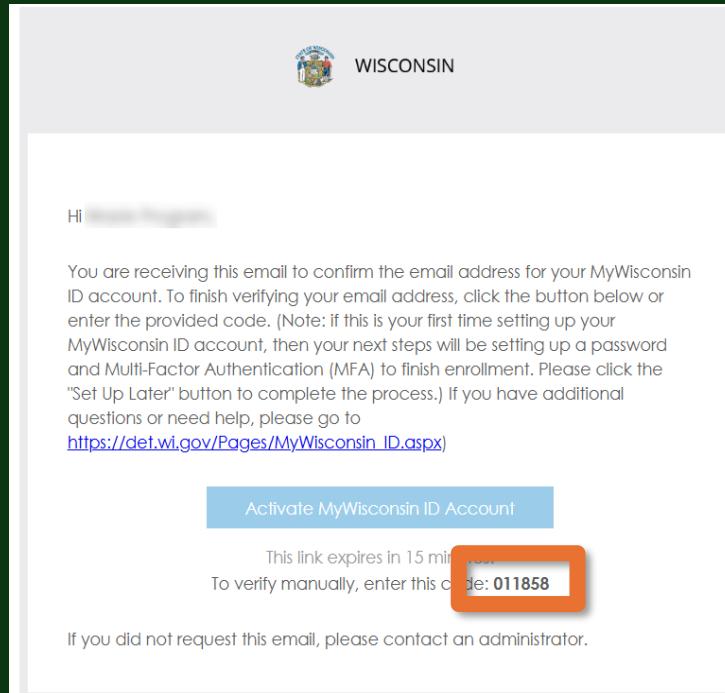
Option 2: Copy the verification code and enter it on the previous screen

Option 1: Click the “Activate MyWisconsin ID” button

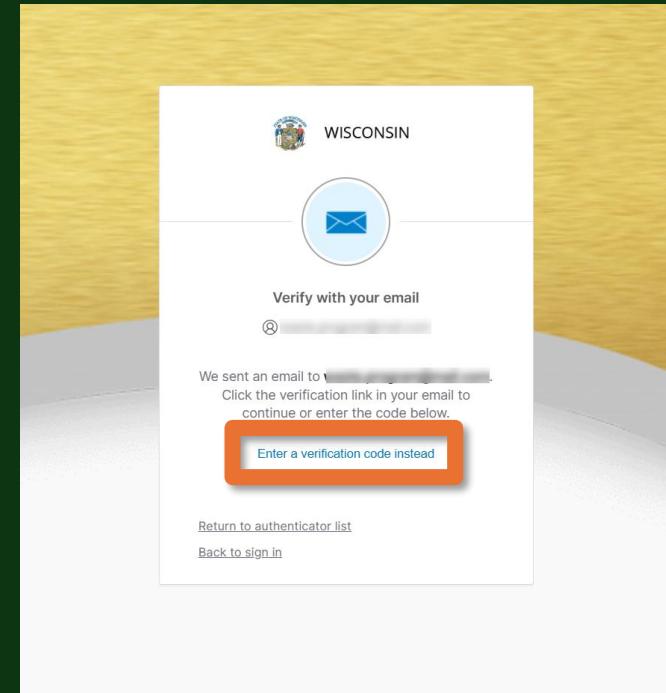


💡 Clicking this link will bring you back to the page you were on, where you can continue creating your account by setting up your password

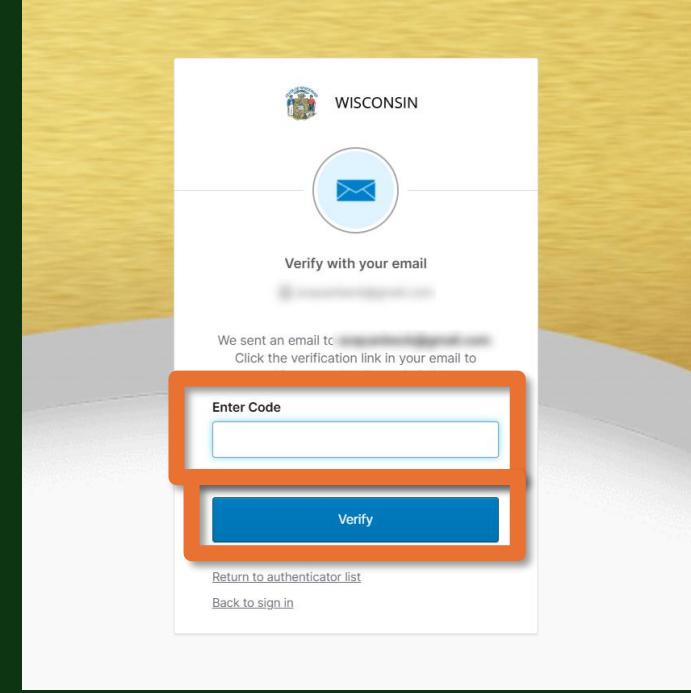
Option 2: Copy the verification code and enter it on the previous screen



Copy or remember the code in the email

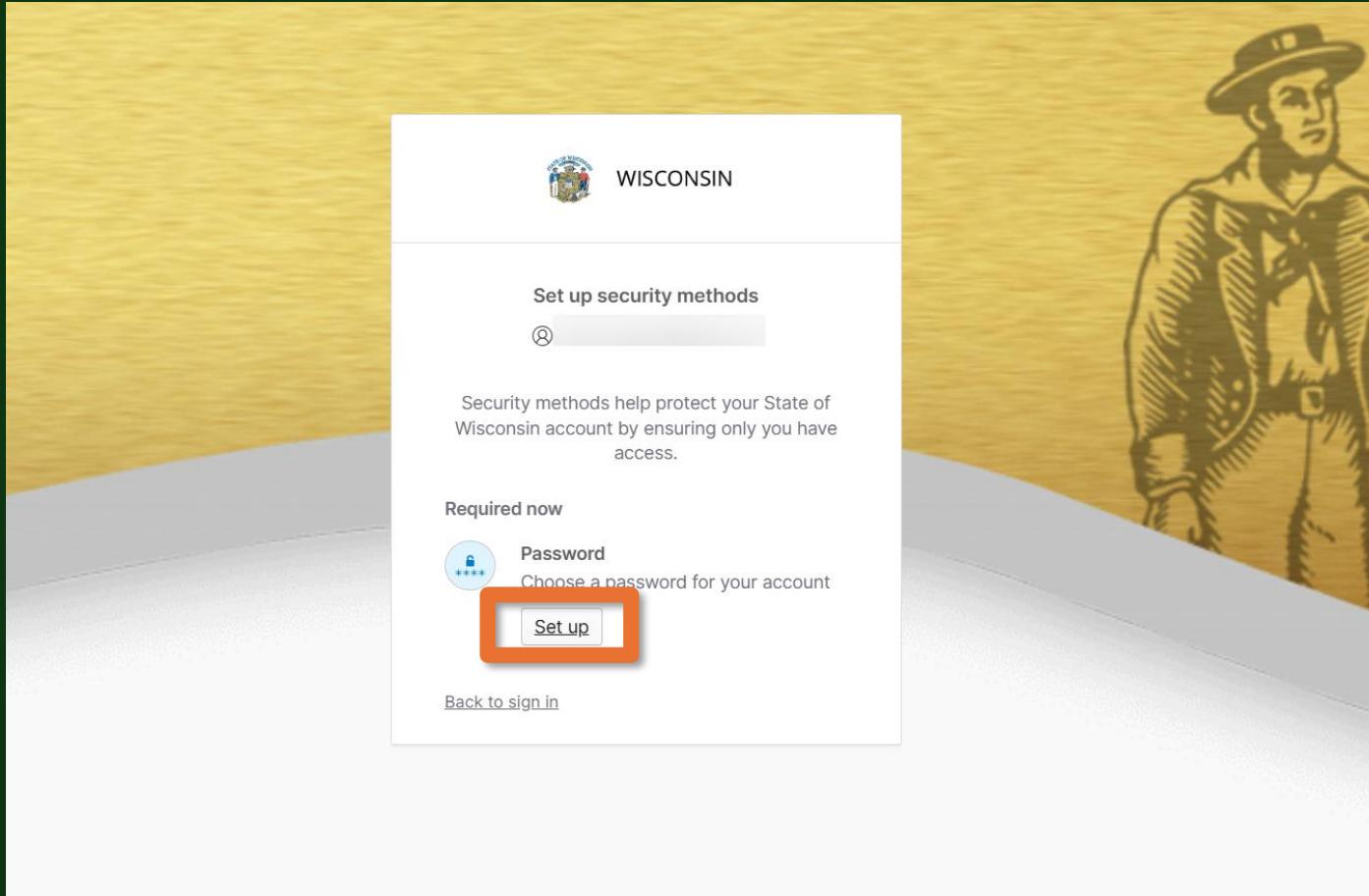


Go back to the screen you were on before and click “Enter a verification code instead”

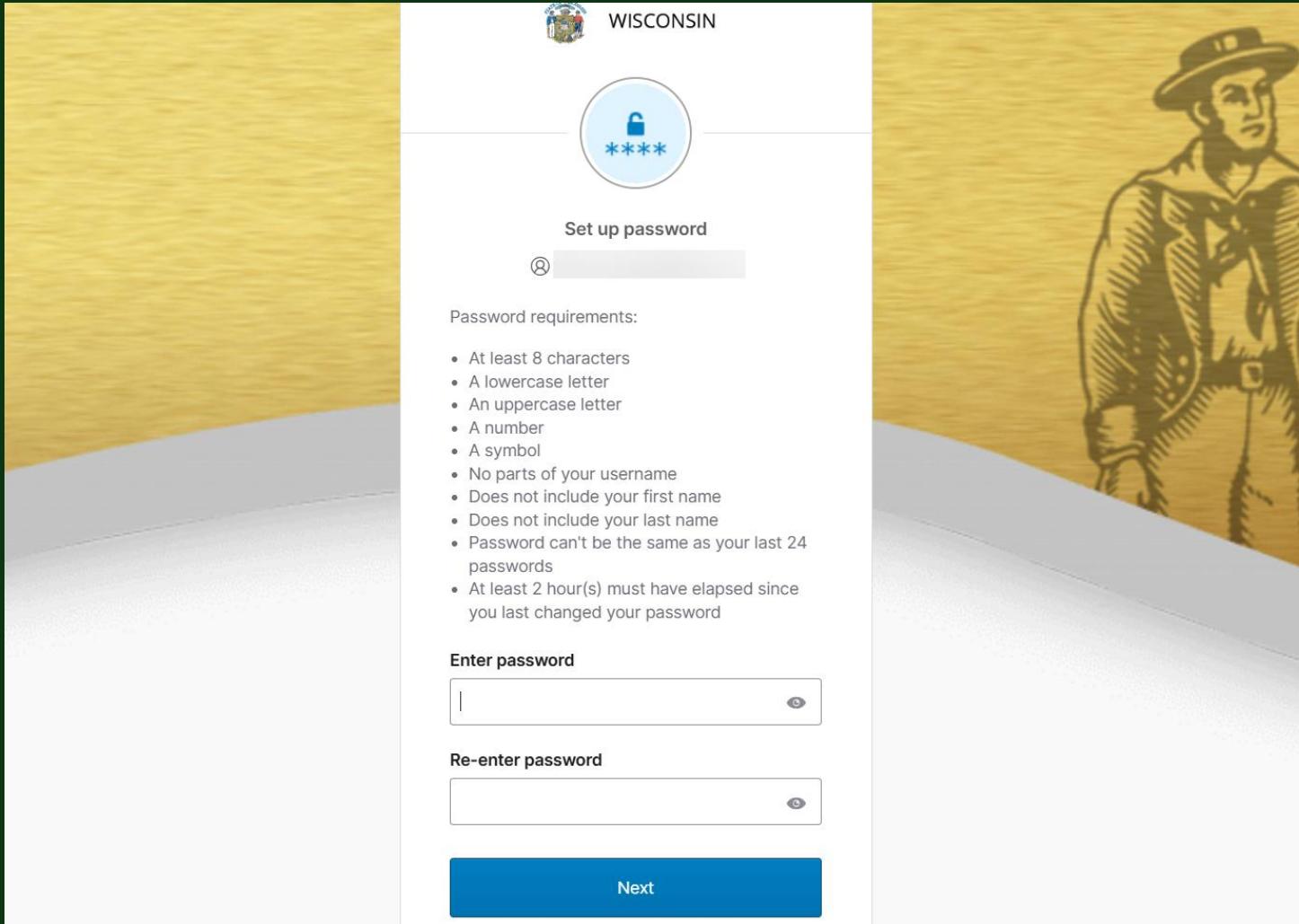


Paste or type in the code from your email and click verify

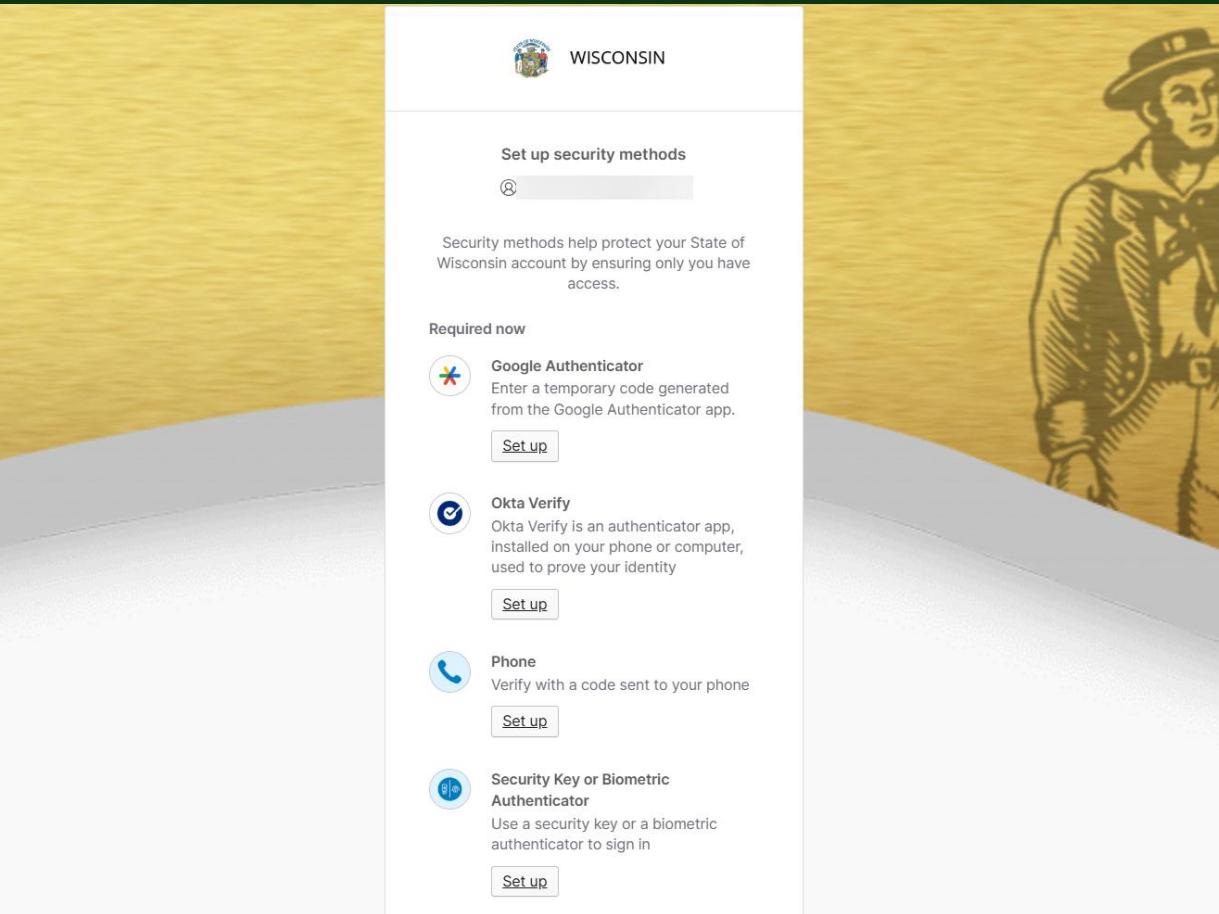
Click “Set Up” to choose and set your password



Pick a password based on the listed password requirements, type it in both fields, and click “Next”



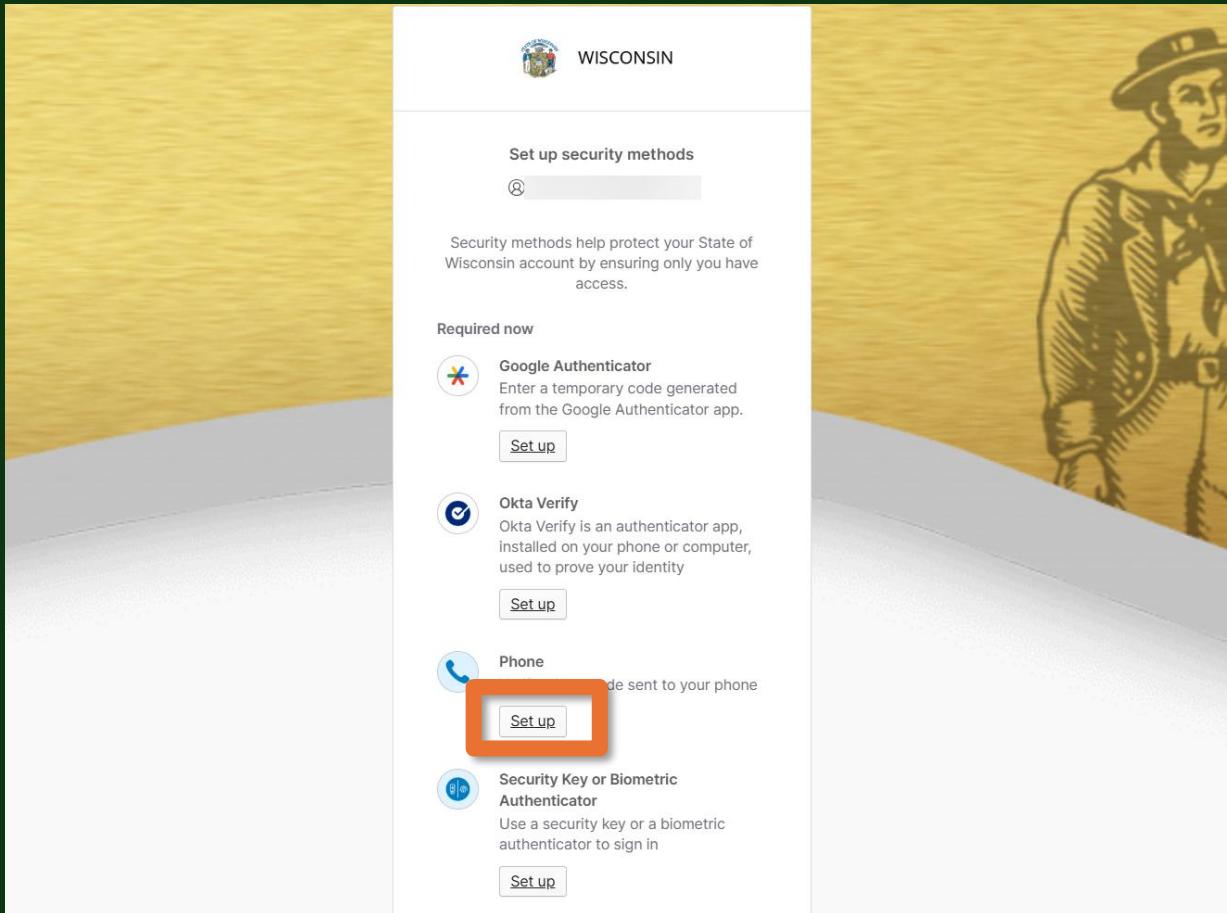
Set up ONE of the following security methods



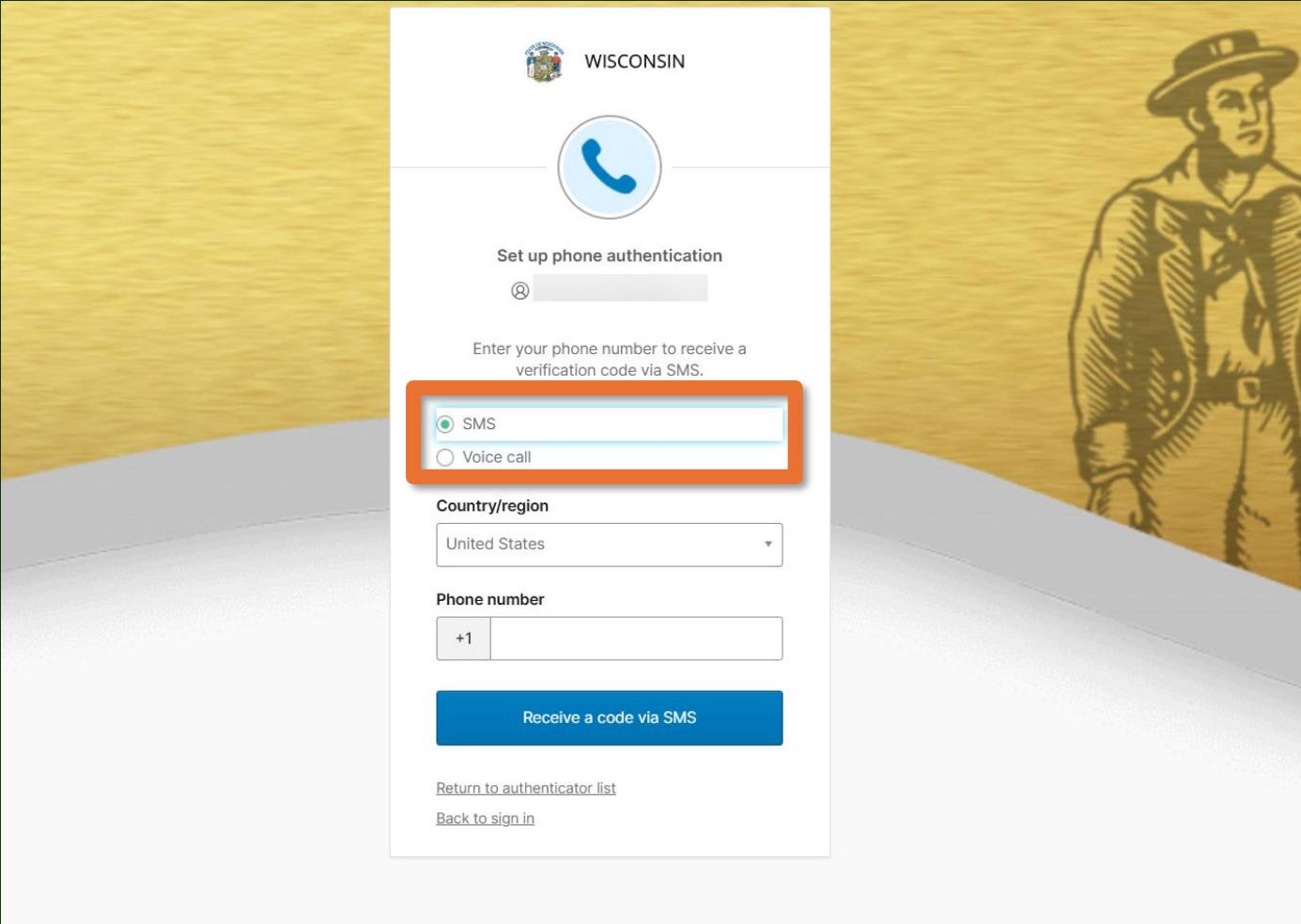
💡 The *Phone* option is the most straightforward. *Google Authenticator* and *Okta Verify* require you to download an application to your phone. *Security Key* or *Biometric Authenticator* require another registration process.

Set up Security Method - Phone

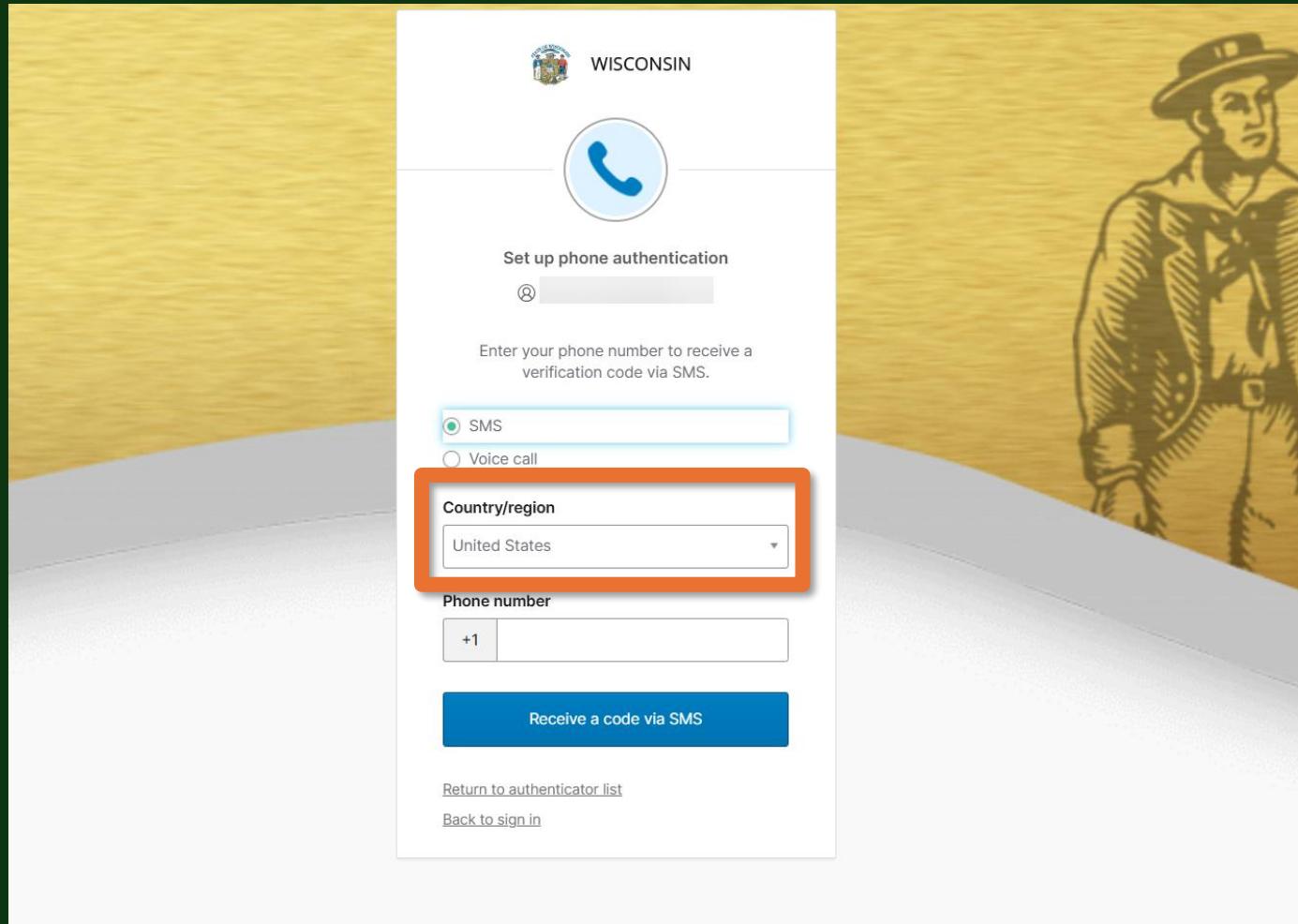
Click “Set Up” under the Phone option



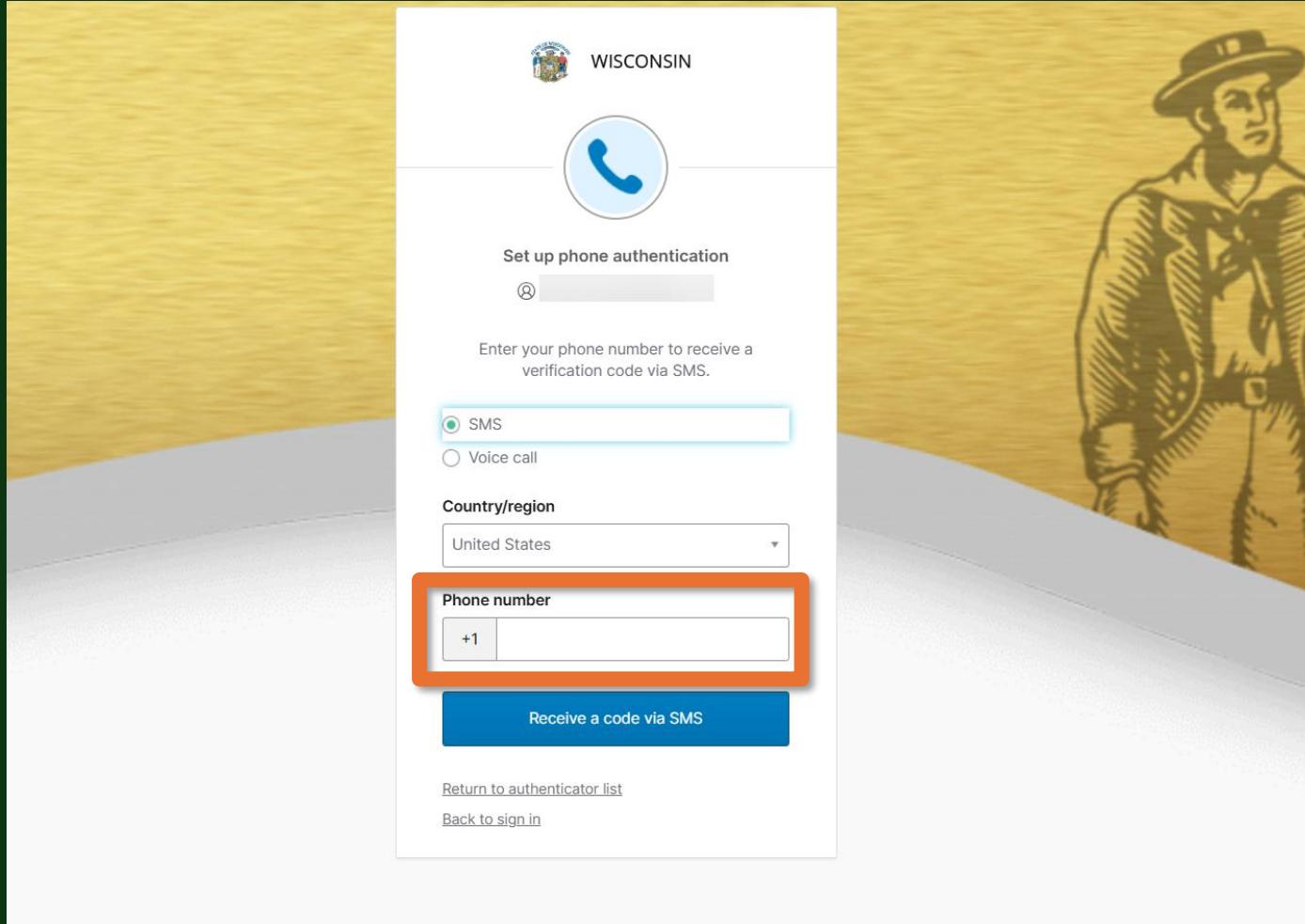
Choose to receive a verification code via SMS (text message) or a voice call



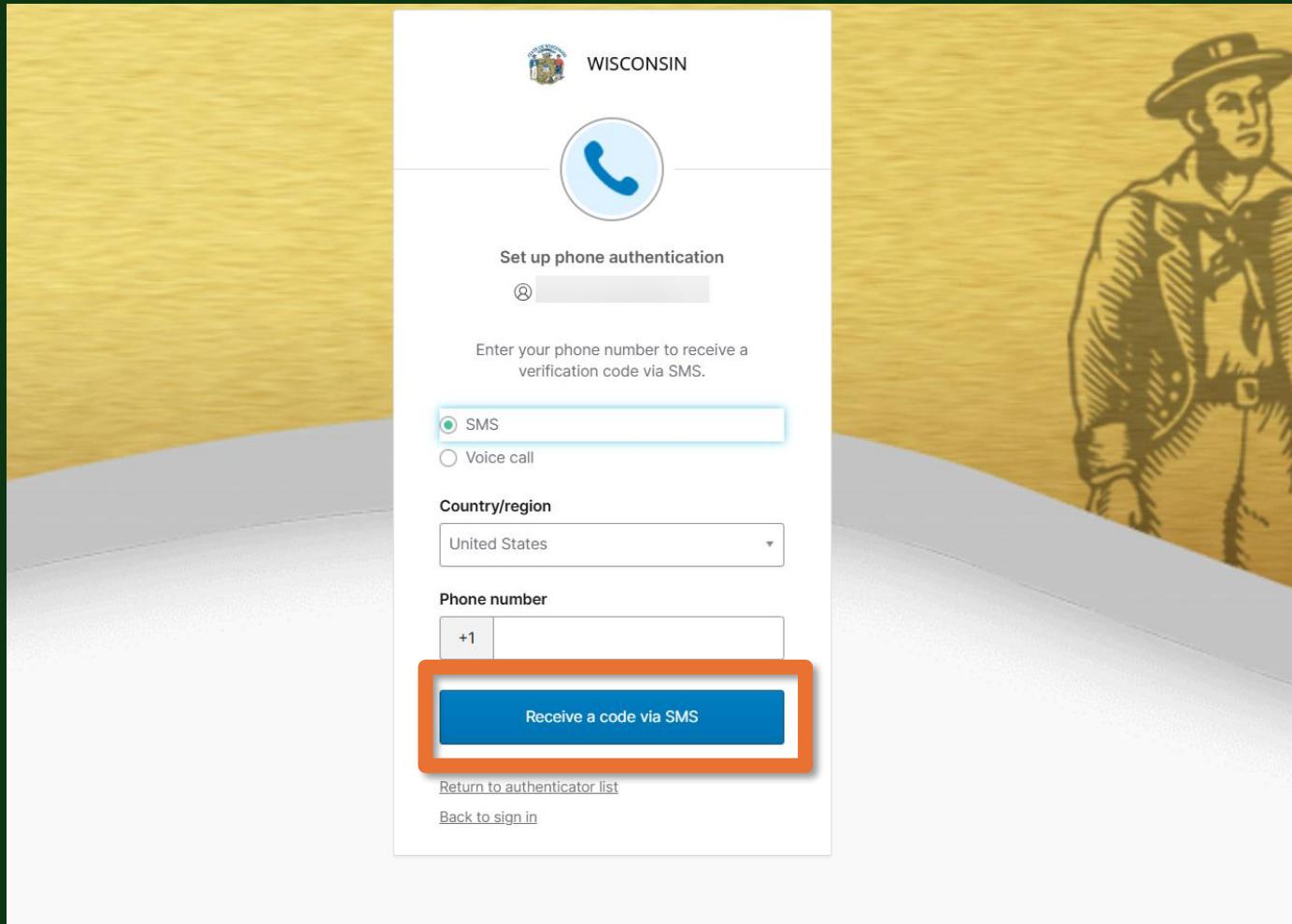
Select country/region (only if different than United States)



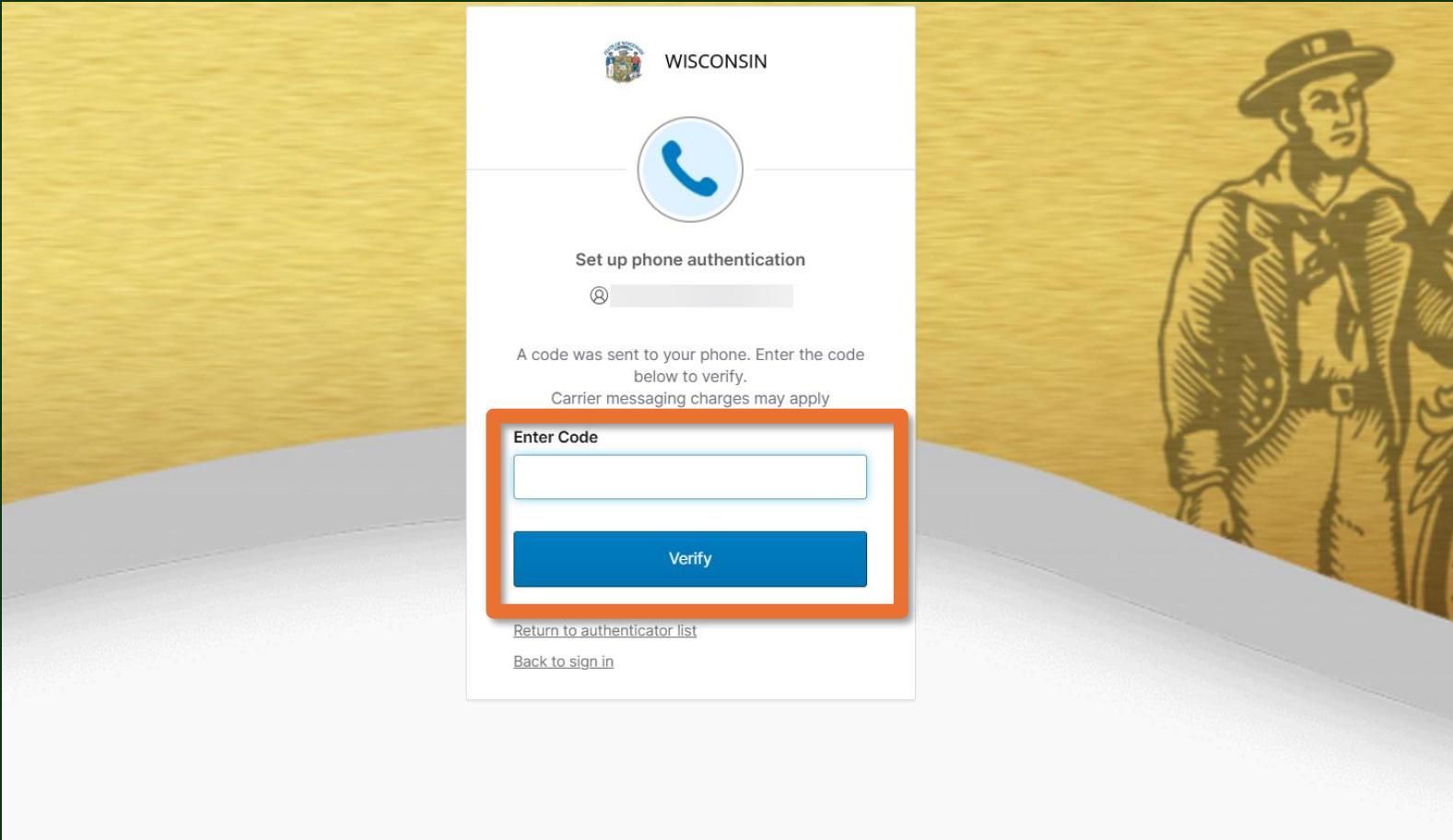
Enter the 10-digit phone number at which you would like to receive your verification code



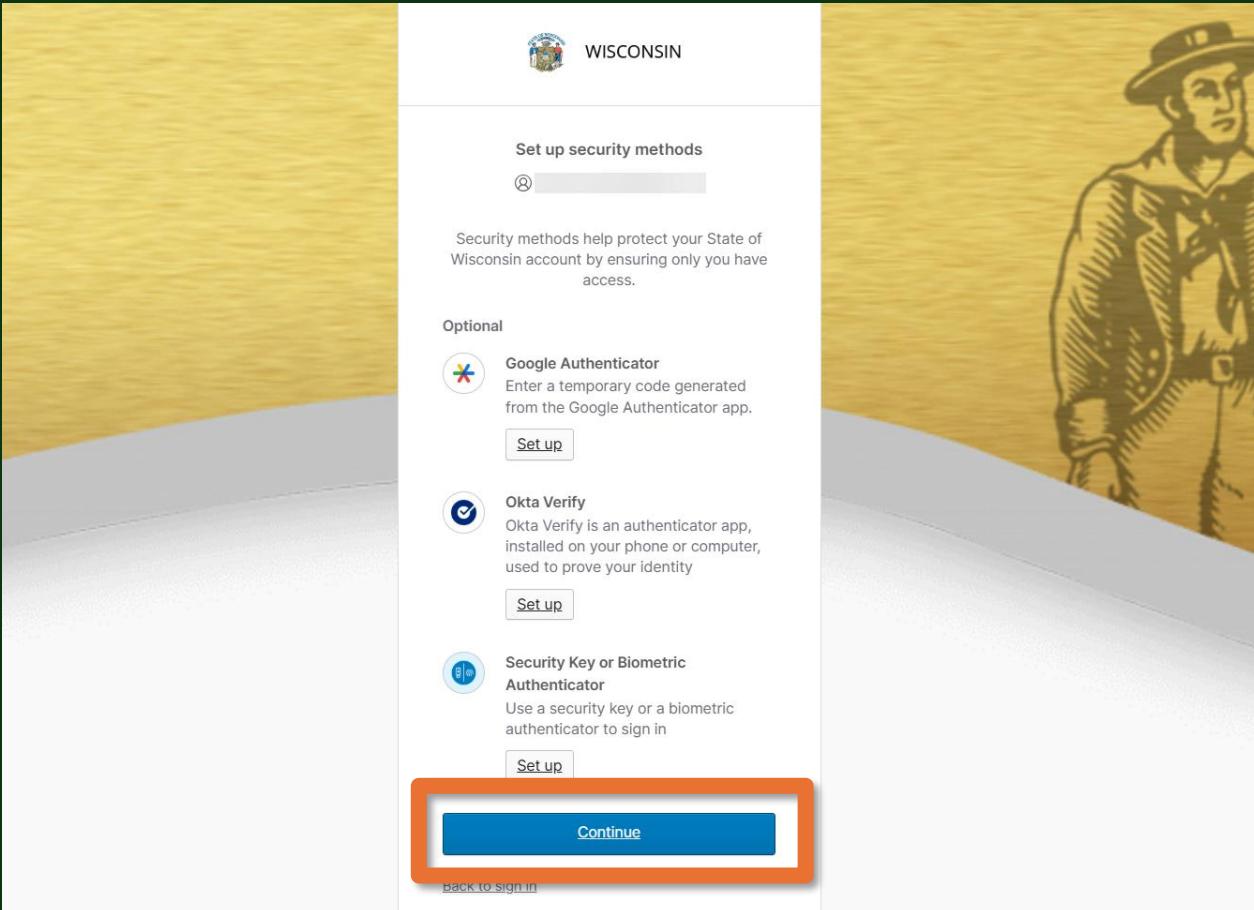
Click the blue button to receive the code



Enter the code you received via SMS text or voice call and click “Verify”



Click “Continue”



Close this screen

WISCONSIN

Waste
State of Wisconsin ▾

Dashboard

My Apps

Work

Notifications

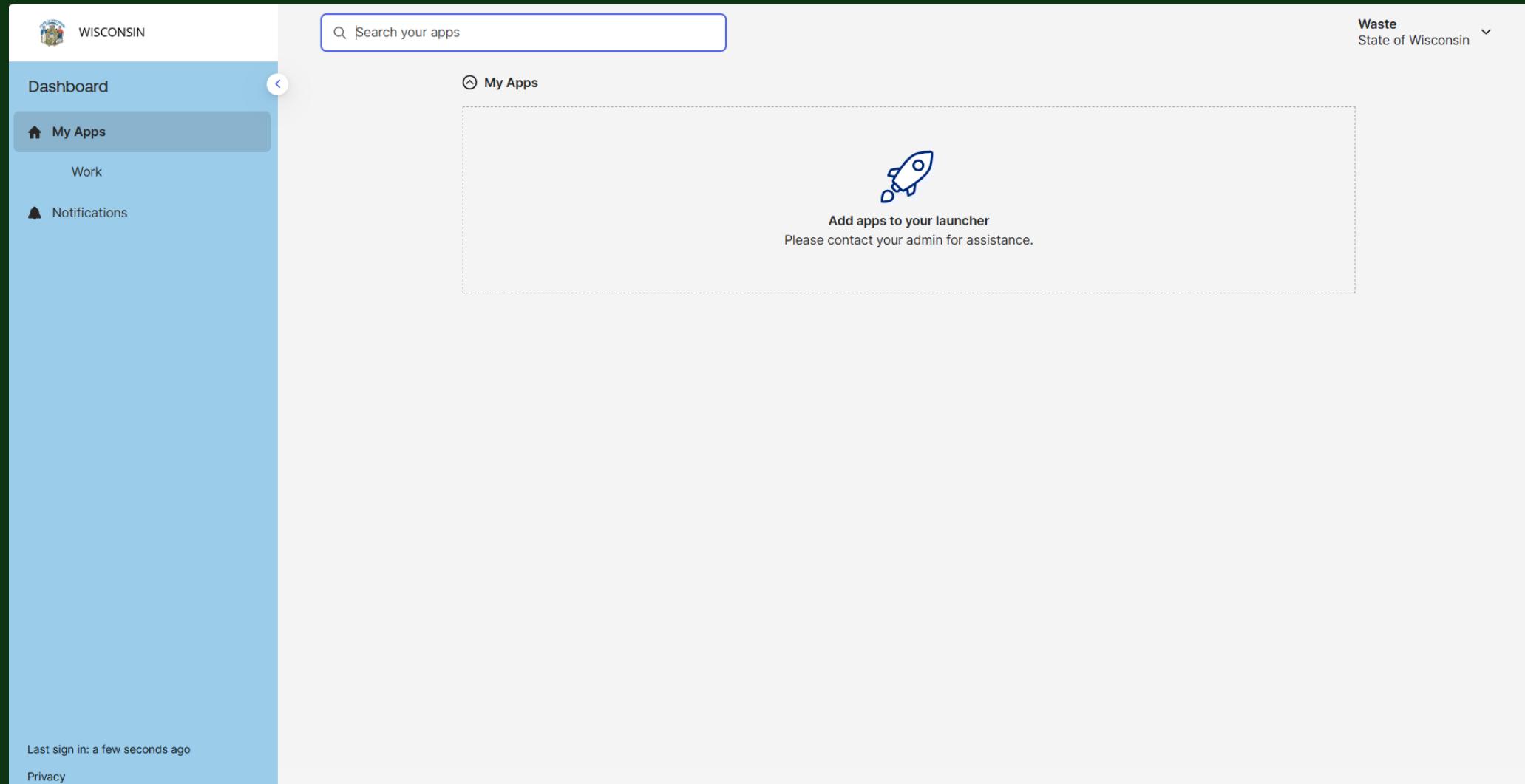
Q Search your apps

My Apps

Add apps to your launcher
Please contact your admin for assistance.

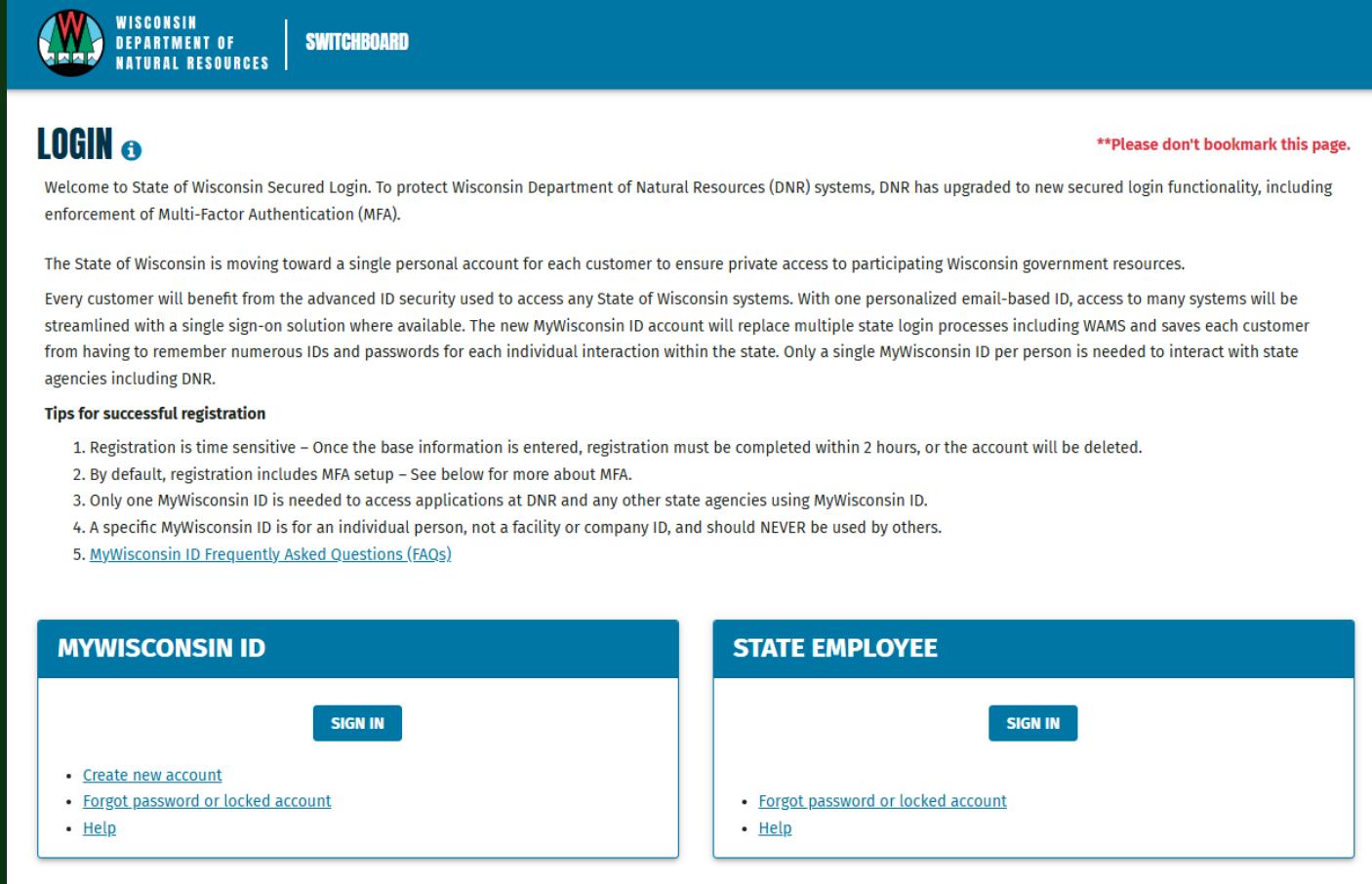
Last sign in: a few seconds ago

Privacy



In a new window, go back to Switchboard

<https://apps.dnr.wi.gov/securitygateway/login?r=/switchboard>



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LOGIN i

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MYWISCONSIN ID

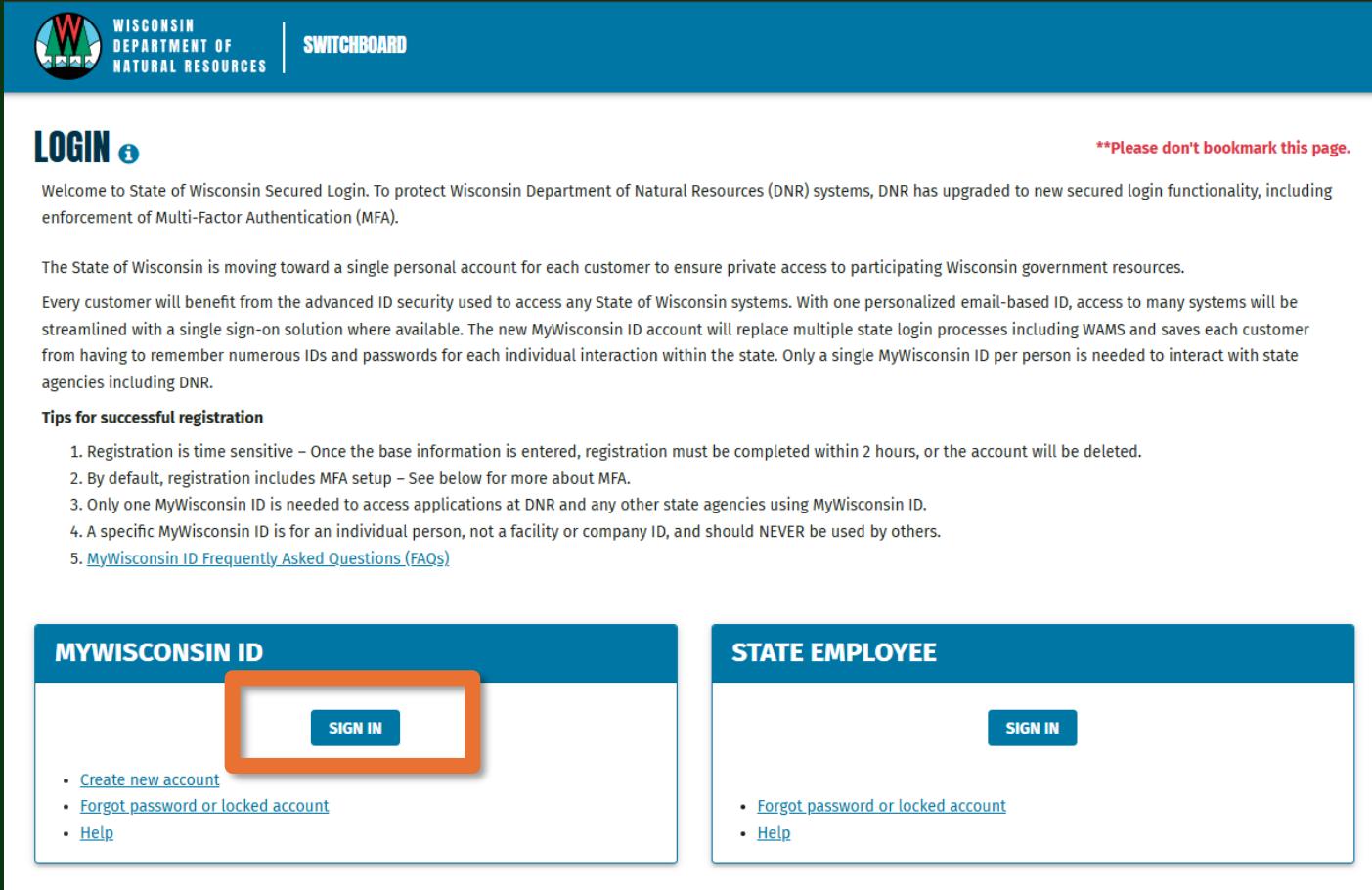
STATE EMPLOYEE

[SIGN IN](#)

- [Create new account](#)
- [Forgot password or locked account](#)
- [Help](#)

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- [Help](#)

Click “Sign in”



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MYWISCONSIN ID

[SIGN IN](#)

- [Create new account](#)
- [Forgot password or locked account](#)
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STATE EMPLOYEE

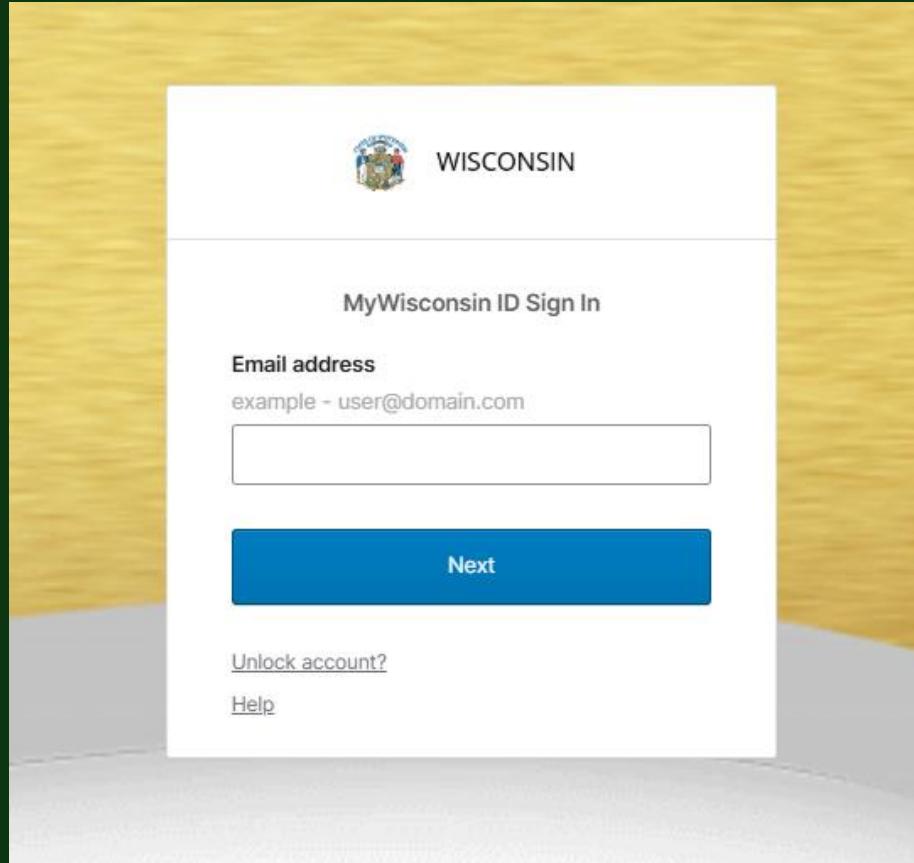
[SIGN IN](#)

- [Forgot password or locked account](#)
- [Help](#)



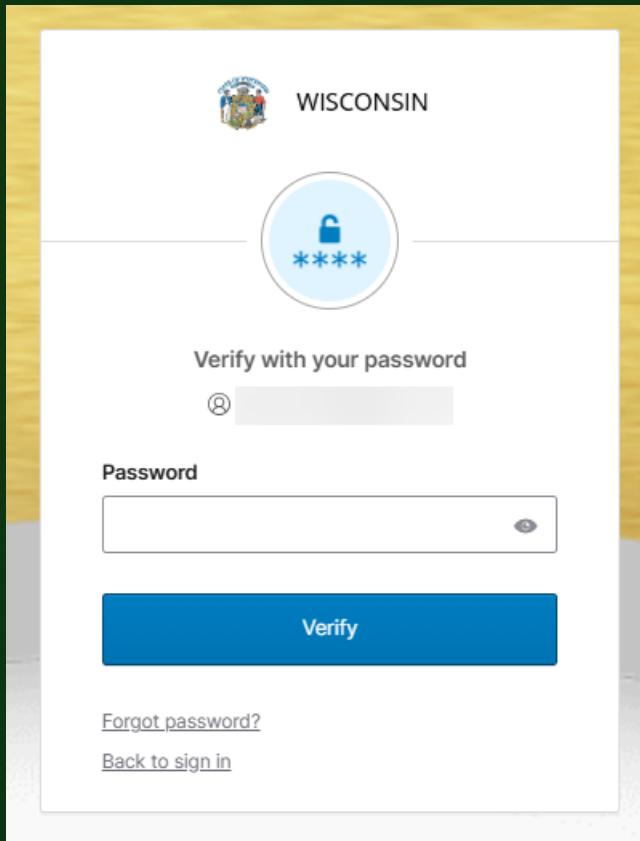
You may be automatically signed in at this point

If you are not automatically signed in, enter your MyWisconsin ID email address and click Next

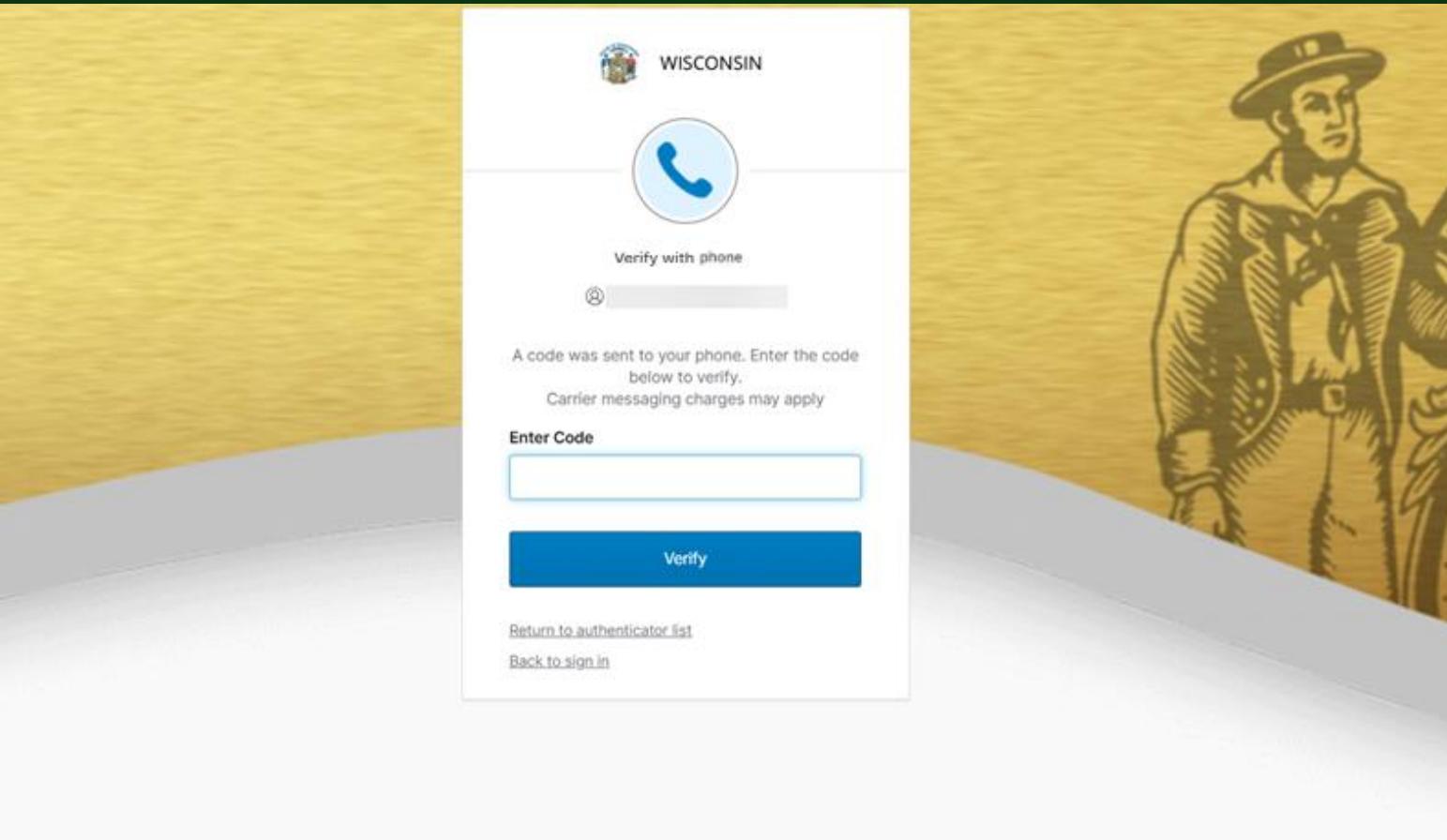


💡 This email address is the one you signed up for
MyWisconsin ID with

Enter your password and click “Verify”



Complete the Security Method prompt (this is the option you selected during account creation)



IMPORTANT: If you have a WAMS account, link your WAMS account to your MyWisconsin ID account by clicking “Transfer WAMS Data”

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LOGIN ACCOUNT PERMISSIONS

Congratulations, you are logged in with your [REDACTED]

Please select an option to Proceed

TRANSFER WAMS DATA

Data and Permissions relating to your personal WAMS ID will be transferred to your new MyWisconsin ID account. This transfer is required to retain your current functionality within the system.

Note: You will not need to 'Transfer WAMS data' again after all steps are completed.

SKIP WAMS DATA TRANSFER UNTIL LATER

Allows access to DNR systems with MyWisconsin ID account.

Note: You may have limited functionality (i.e. no access to historical data or permissions) depending on the system until 'Transfer WAMS data' process is completed.

CONTINUE AS NEW USER

Use only if you have never previously logged in with a personal Wisconsin User (WAMS) ID or do not want to ever transfer your previous WAMS data or permissions to this account.

Note: You will not be prompted to 'Transfer WAMS data' in the future if this option is selected.

FREQUENTLY ASKED QUESTIONS

[What is a MyWisconsin ID?](#)

[What is a Wisconsin User \(WAMS\) ID?](#)

[What is the "Transfer WAMS data"?](#)

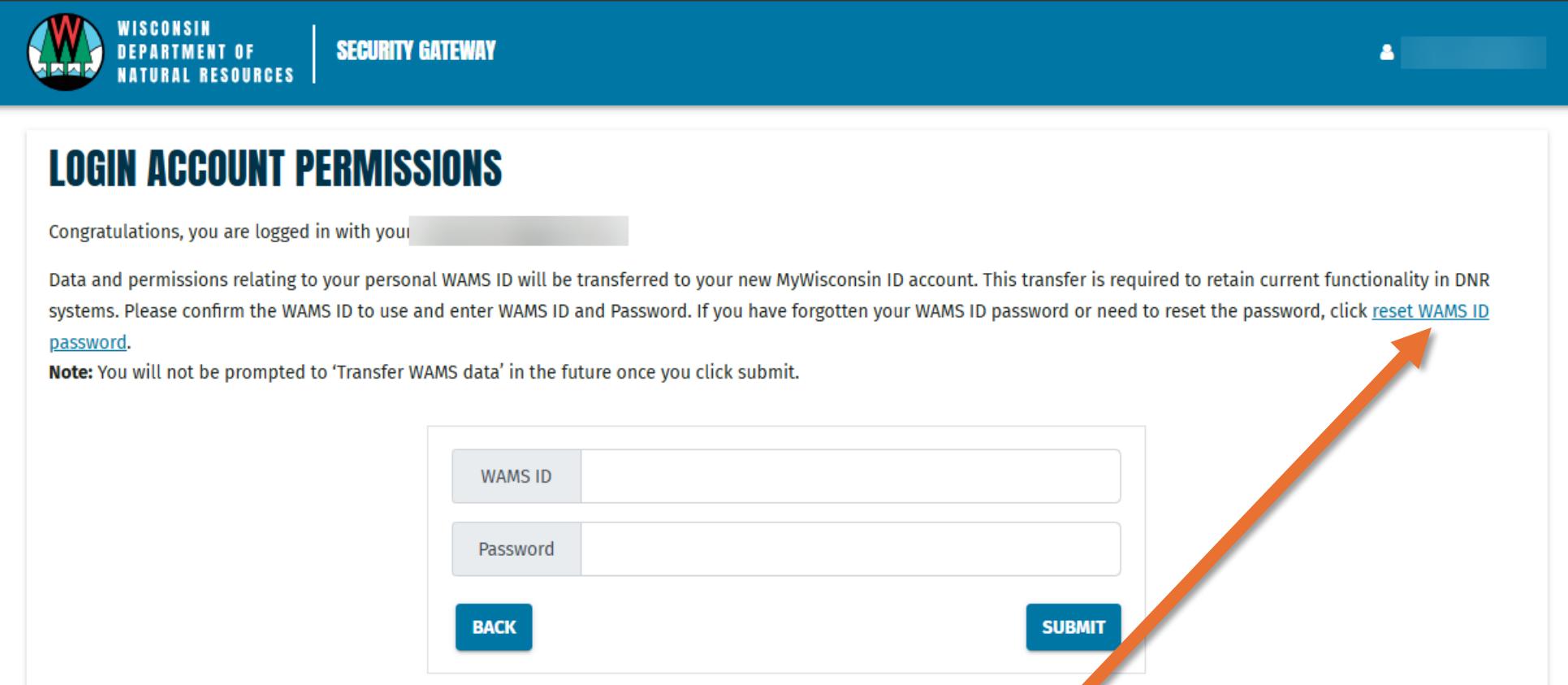
[What is the "Skip WAMS data transfer until later"?](#)

[What is the "Continue as new user"?](#)

[What if I forgot my Wisconsin User \(WAMS\) ID or password?](#)

 If you do not Transfer your WAMS data, you will have to request access to your facilities and roles again and mail a new e-signature authorization page

Enter your WAMS ID and Password and click “Submit”



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NATURAL RESOURCES

SECURITY GATEWAY

LOGIN ACCOUNT PERMISSIONS

Congratulations, you are logged in with your [REDACTED]

Data and permissions relating to your personal WAMS ID will be transferred to your new MyWisconsin ID account. This transfer is required to retain current functionality in DNR systems. Please confirm the WAMS ID to use and enter WAMS ID and Password. If you have forgotten your WAMS ID password or need to reset the password, click [reset WAMS ID password](#).

Note: You will not be prompted to 'Transfer WAMS data' in the future once you click submit.

WAMS ID

Password

BACK

SUBMIT

💡 If you forgot your WAMS ID or Password, click the blue hyperlink to retrieve or reset them

Congrats! You are done.