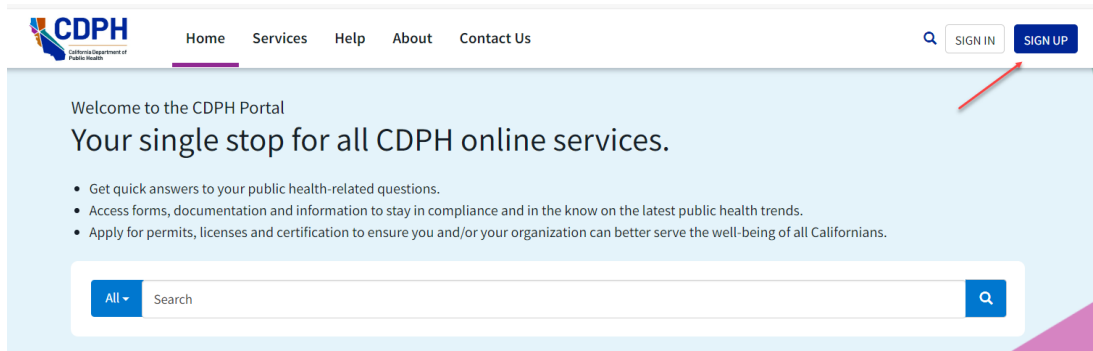
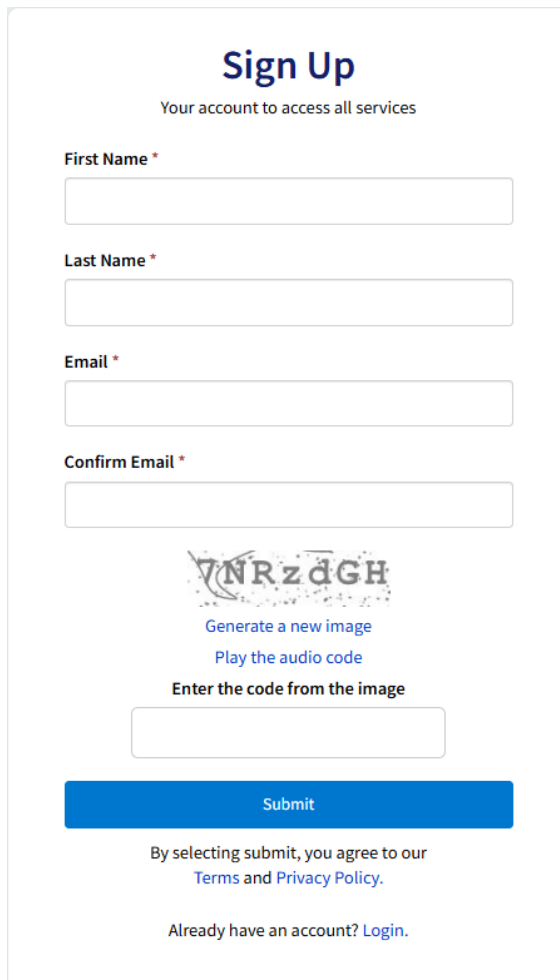


Portal Registration- Step by Step Instructions

1. Click on the "Sign Up" button



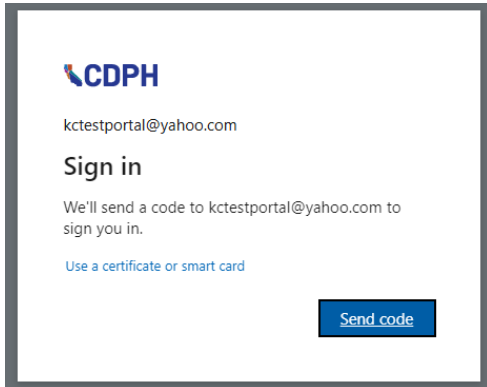
2. Enter your name, email address, Captcha and click Submit

A screenshot of the 'Sign Up' form on the CDPH Portal. The form is titled 'Sign Up' and has the subtitle 'Your account to access all services'. It contains the following fields and elements:

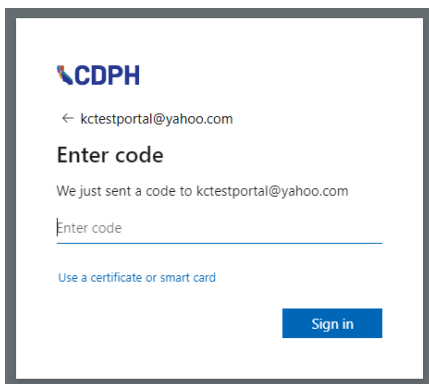
- First Name ***: A text input field.
- Last Name ***: A text input field.
- Email ***: A text input field.
- Confirm Email ***: A text input field.
- Captcha**: A CAPTCHA image showing the characters '7NRzdGH'. Below the image are two links: 'Generate a new image' and 'Play the audio code'. Below these links is the text 'Enter the code from the image' and a text input field for the code.
- Submit**: A blue button with the text 'Submit'.

Below the 'Submit' button, there is a disclaimer: 'By selecting submit, you agree to our [Terms and Privacy Policy](#).' and a link: 'Already have an account? [Login](#).'

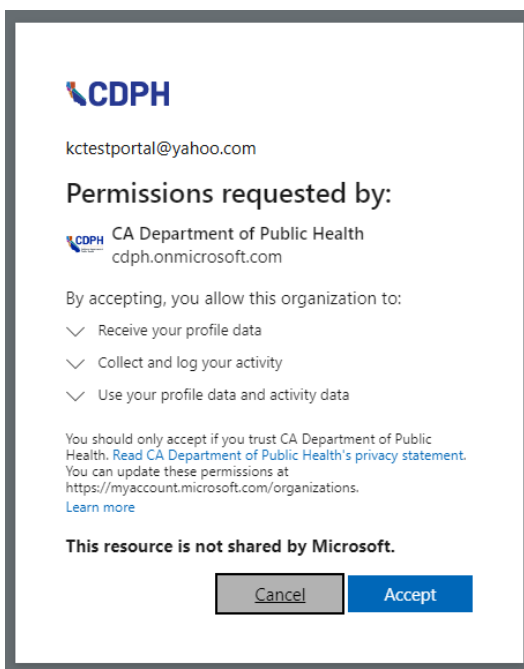
3. Click Send code to send a one time code to your email



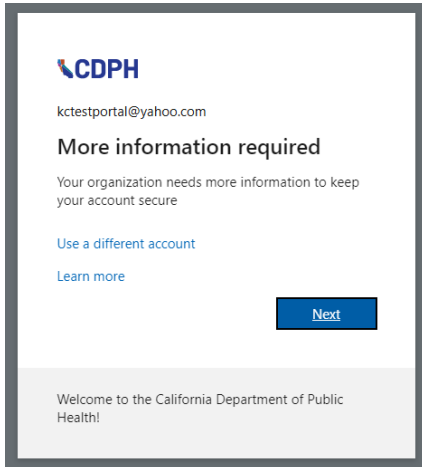
4. Enter the code that was sent to your email



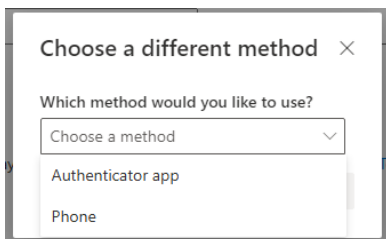
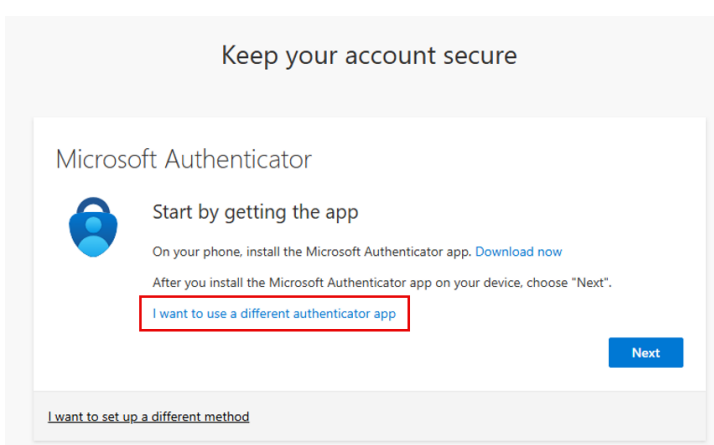
5. On the permissions requested by screen, click Accept



6. On the more information required screen, click Next



7. Microsoft Authenticator, click on “**I want to use a different authenticator app**” and select Phone – to receive a code or call. If you want to use the Microsoft Authenticator app instead of your phone, click Next



8. If you elected to use the Microsoft Authenticator app, follow the instructions in the Authenticator app

9. Otherwise, enter the phone number and click next

Keep your account secure

Phone

You can prove who you are by answering a call on your phone or receiving a code on your phone.

What phone number would you like to use?

Receive a code
 Call me

Message and data rates may apply. Choosing Next means that you agree to the [Terms of service](#) and [Privacy and cookies statement](#).

[I want to set up a different method](#)

10. Enter 6-digit code and click next

Keep your account secure

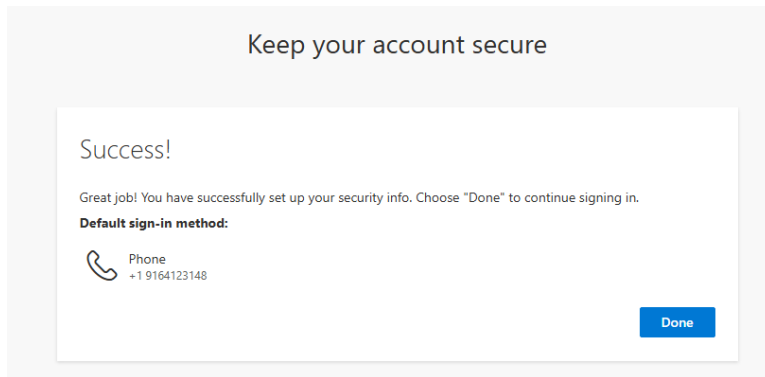
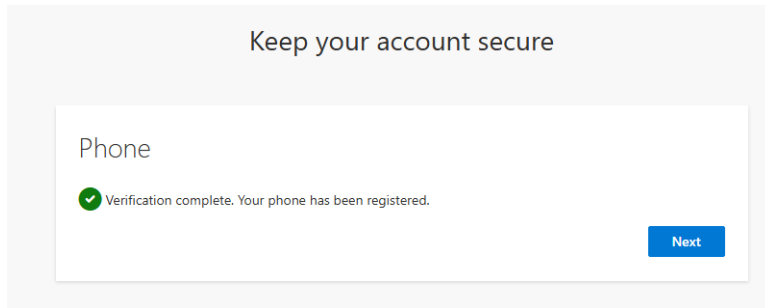
Phone

We just sent a 6 digit code to +1 9164123148. Enter the code below.

[Resend code](#)

[I want to set up a different method](#)

11. Verification is now complete, click Next and then click Done



12. On the pick an account screen, select your account to log in

