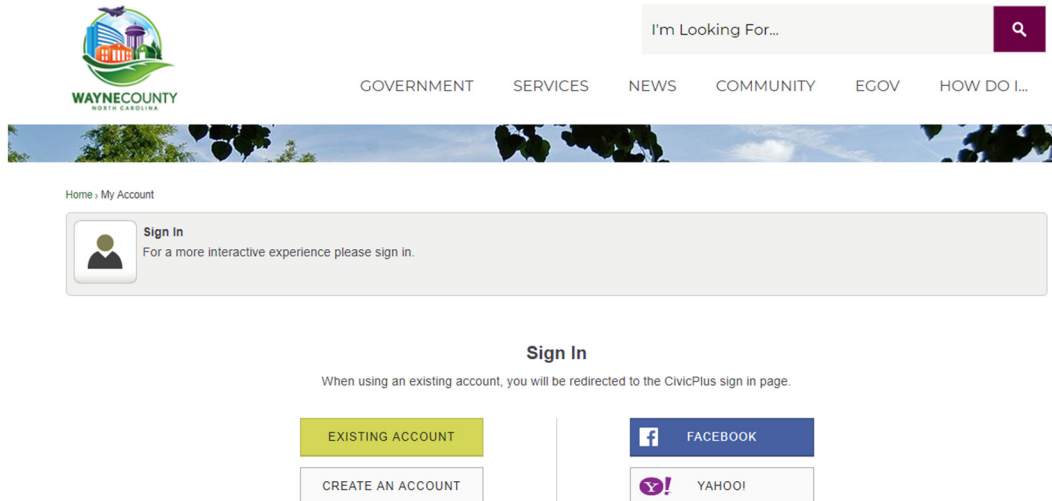


# Wayne County Website Instructions



1. In Firefox go to <http://waynegov.com/employee> or go to <http://waynegov.com> and scroll to the bottom and click on 'Employee Portal'.
2. This will open up a sign in window. If you already have your username and password you can sign in. New users need to click on 'Create Profile'.



3. Fill in the Blanks with your name and email. Create your password.

- User Authentication:**
- Because user authentication on the Internet is difficult, to be involved in User-to-User dealings or control the behavior from claims, demands and damages (actual and consequential disclosed and undisclosed, arising out of or in any way connected with the use of the Internet, or the use of any computer network, or the use of any electronic communications technology).
- ☒ I agree to the policies, terms and conditions \*

- A screenshot of the reCAPTCHA interface. It features a square checkbox on the left, followed by the text "I'm not a robot". To the right is the reCAPTCHA logo, which consists of two interlocking arrows (one blue, one grey) forming a circular shape. Below the logo, the text "reCAPTCHA" is displayed, with "Privacy - Terms" in smaller text underneath.

6. If the next window pops up follow the instructions to choose what is asked for.

2. This site makes no representations or guarantees regarding the truthfulness, accuracy or other form of communication engaged in by users. Documents may contain inaccuracies or any other information.

3. This

4. This

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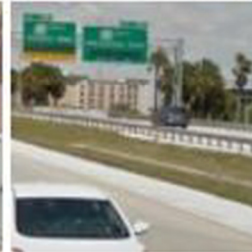
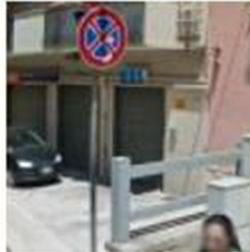
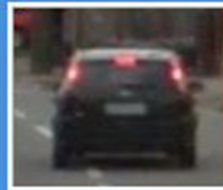
Because  
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from clai  
disclosed

☒ I agree



Create P

Select all images with  
**cars**  
Click verify once there are none left



VERIFY

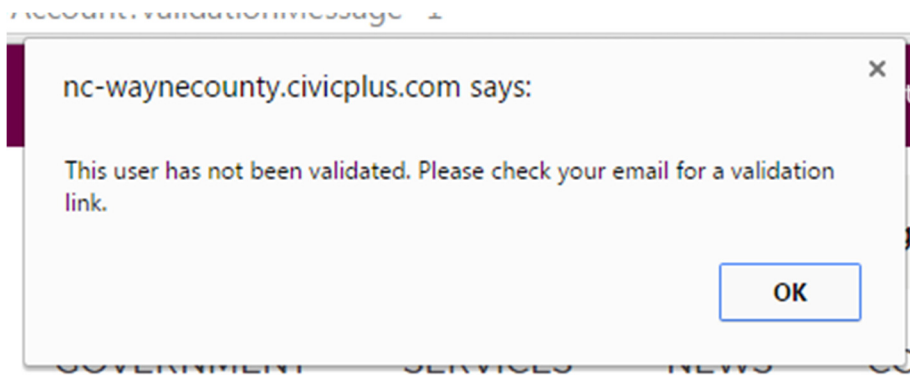
Launch Internet Explorer Browser  
Find and display information and Web sites on the Internet

7. Click 'Create Profile'

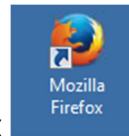
Create Profile

Cancel

8. Click 'OK' when this pop up comes up.



9. Follow the instructions for validation in your email.
10. Contact the Wayne County IT department by email or cut a Track-IT work order stating you need access to the county portal. (if one has not already been created).
11. The IT Department will give you the appropriate access rights to the Employee Portal if you meet the requirements.



12. Once IT has finished activation open Firefox and go to to <http://waynegov.com/72/Employee-Portal> or go to <http://waynegov.com> and scroll to the bottom and click on 'Employee Portal'.