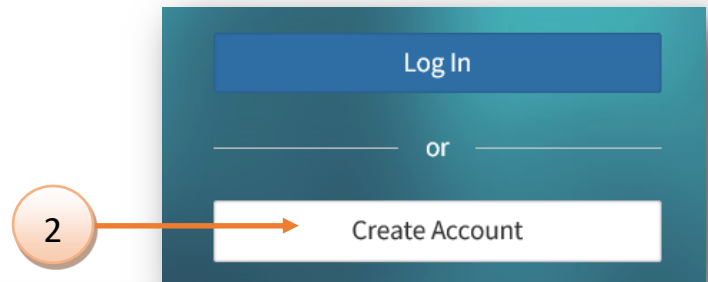


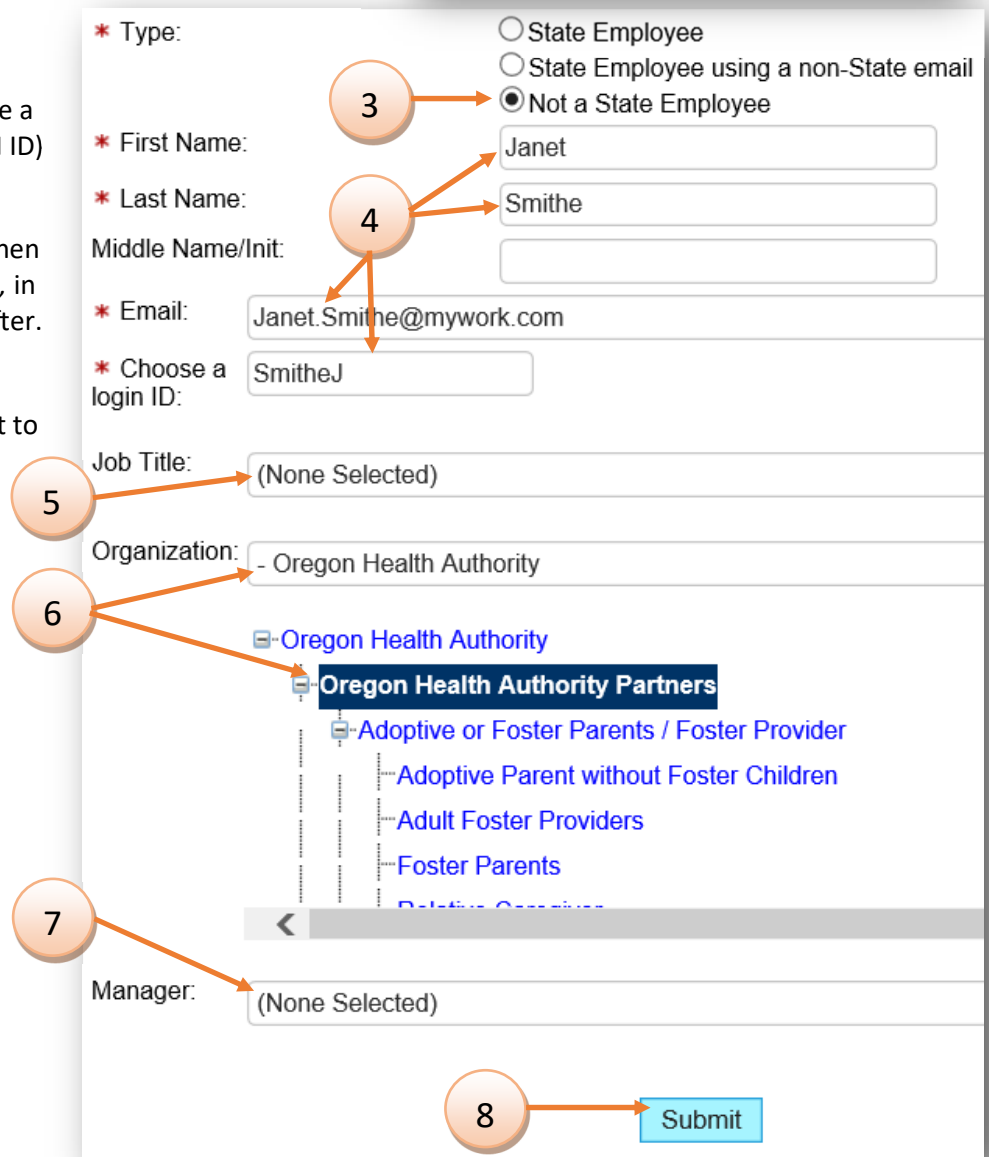
How to create an iLearnOregon account:

Partner/Non-State Employee Guide

1. Start here: <https://ilearn.oregon.gov/Default.aspx>
2. Select "Create Account"



3. Select "Non a State Employee"
4. Enter your name, email and create a Login ID. (REMEMBER THIS LOGIN ID)
5. Leave blank/ none selected
6. Select *Oregon Health Authority*, then *Oregon Health Authority Partners*, in the list that opens immediately after.
7. Leave blank/none selected
8. Click Submit. An email will be sent to you from ilearnoregon@oregon.gov with confirmation instructions. This is only valid for 2 days! Please complete the registration by clicking the link in the email.



* Type: ☐ State Employee
☐ State Employee using a non-State email
☒ Not a State Employee

* First Name: Janet

* Last Name: Smithe

Middle Name/Init:

* Email: Janet.Smithe@mywork.com

* Choose a login ID: SmitheJ

Job Title: (None Selected)

Organization: - Oregon Health Authority

☒ Oregon Health Authority
☒ Oregon Health Authority Partners
☐ Adoptive or Foster Parents / Foster Provider
☐ Adoptive Parent without Foster Children
☐ Adult Foster Providers
☐ Foster Parents
☐ Relative Caregivers

Manager: (None Selected)

Submit

9. Once you have completed the registration, another email will be sent to you with a temporary password. Use this temporary password to login at: <https://ilearn.oregon.gov/Default.aspx>
10. After logging in for the first time, it will prompt you to change your password. **Please write down your username and password and keep for your records!**