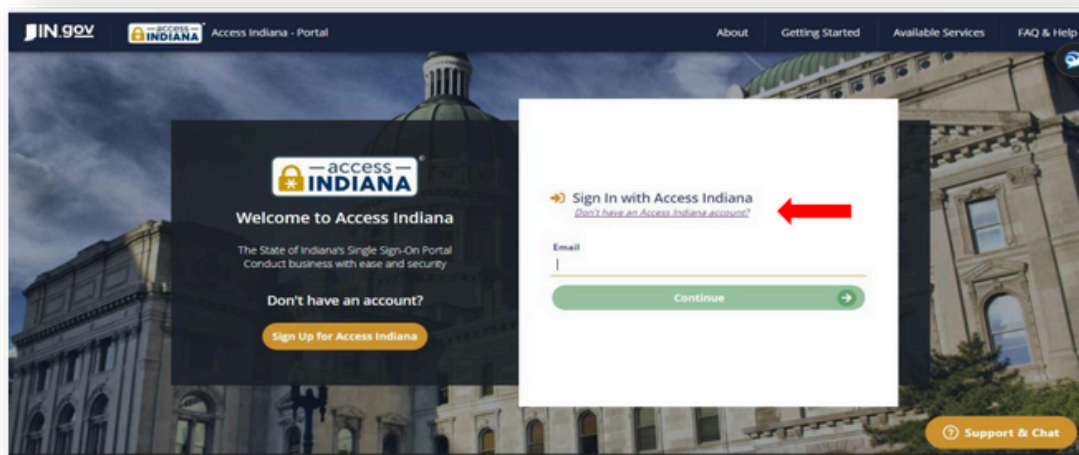


Creating an Access Indiana account and linking your ITAP account

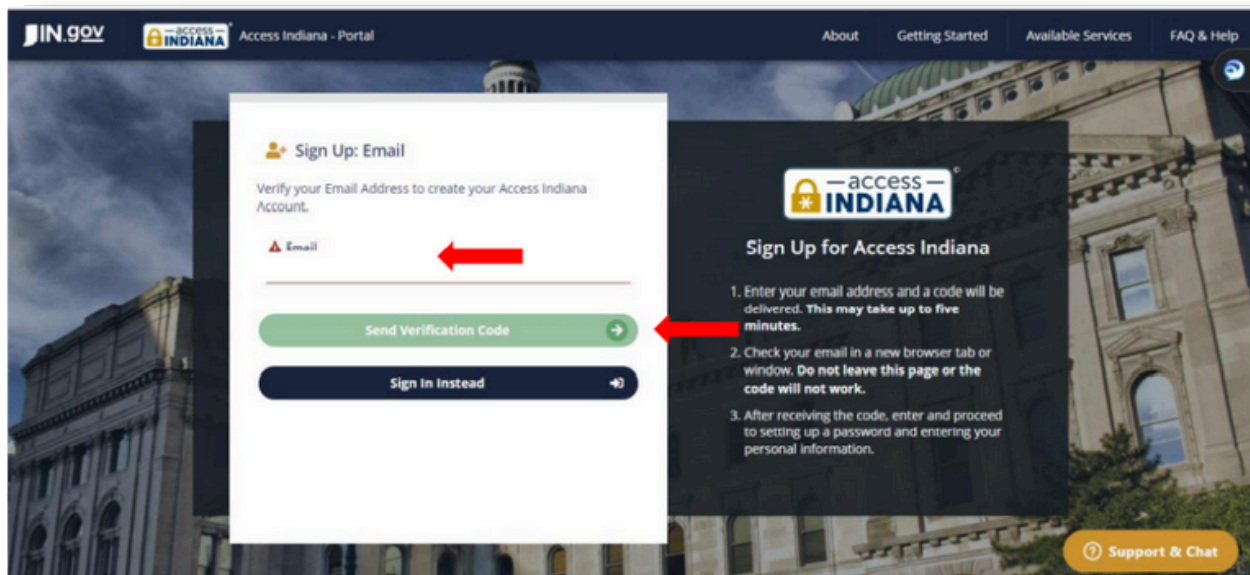
1 Getting Started

Go to <https://access.in.gov>, and click on **“Don’t have an Access Indiana account?”**.



2 Sign Up With Email

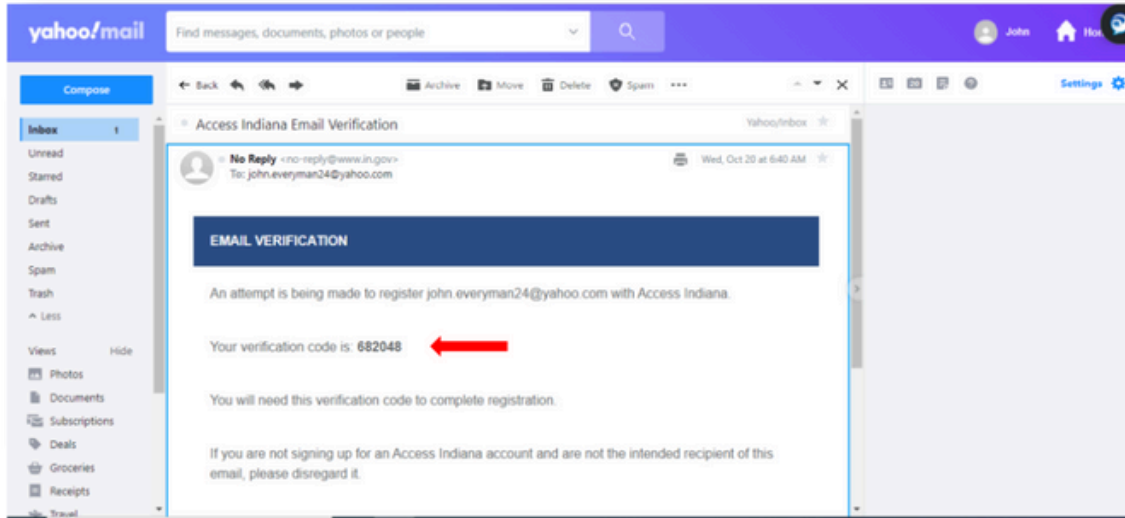
After entering your personal email you will need to select the **“Send Verification Code”** button. This may take up to 5 minutes. Again, it is recommended you use a personal email, not the same email address used for your business(es).



3

Locate Your Verification Code

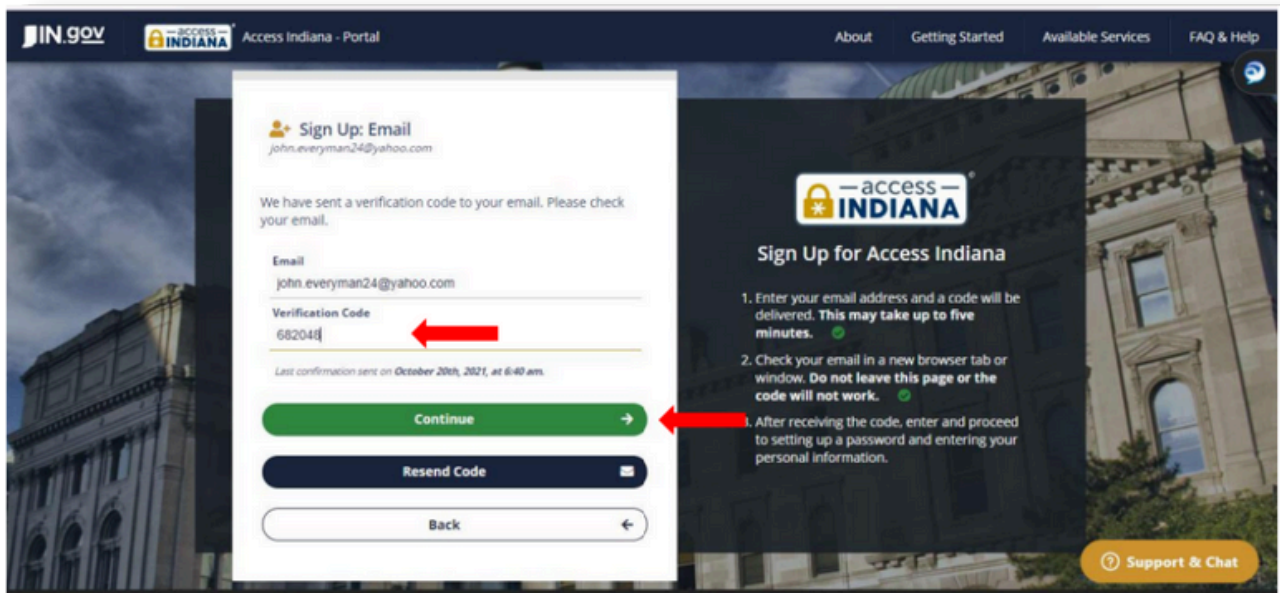
You will receive an email with the verification code for the personal email address you entered.



4

Verify Your Account

You will need to enter that verification code in the Access sign-up page. Once entered, click **“Continue.”**



5

Create Your Password

Once you have entered the verification code and clicked **"Continue"** you will be taken to a page to create a password for Access Indiana. After confirming the password, click **"Continue."**

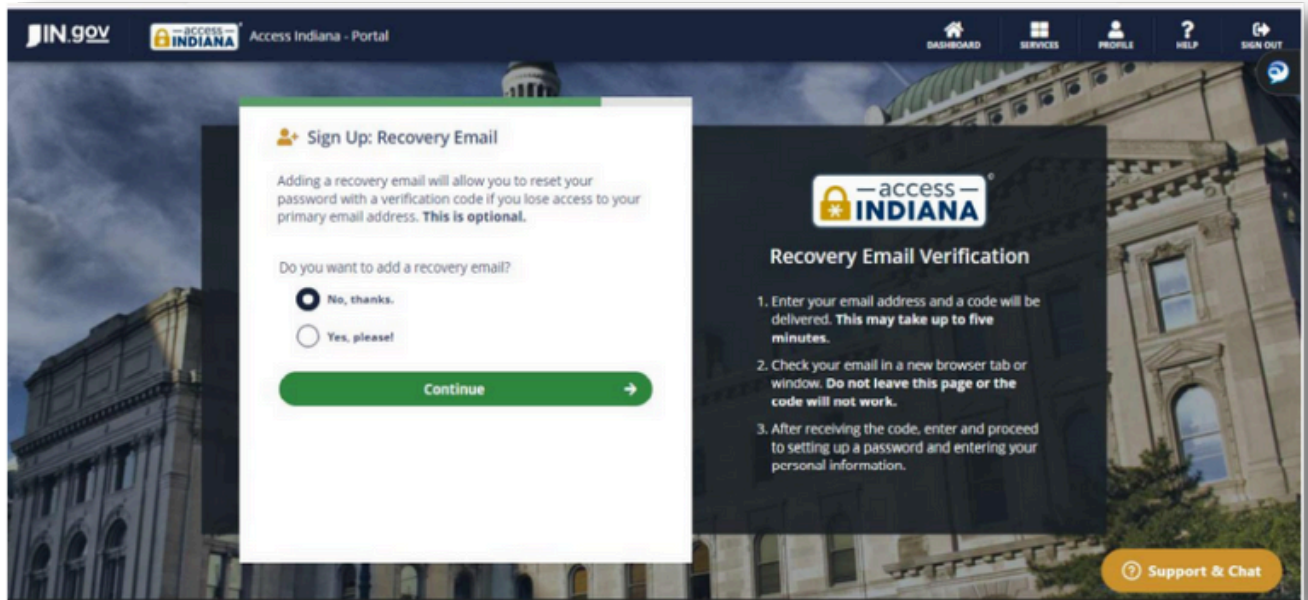
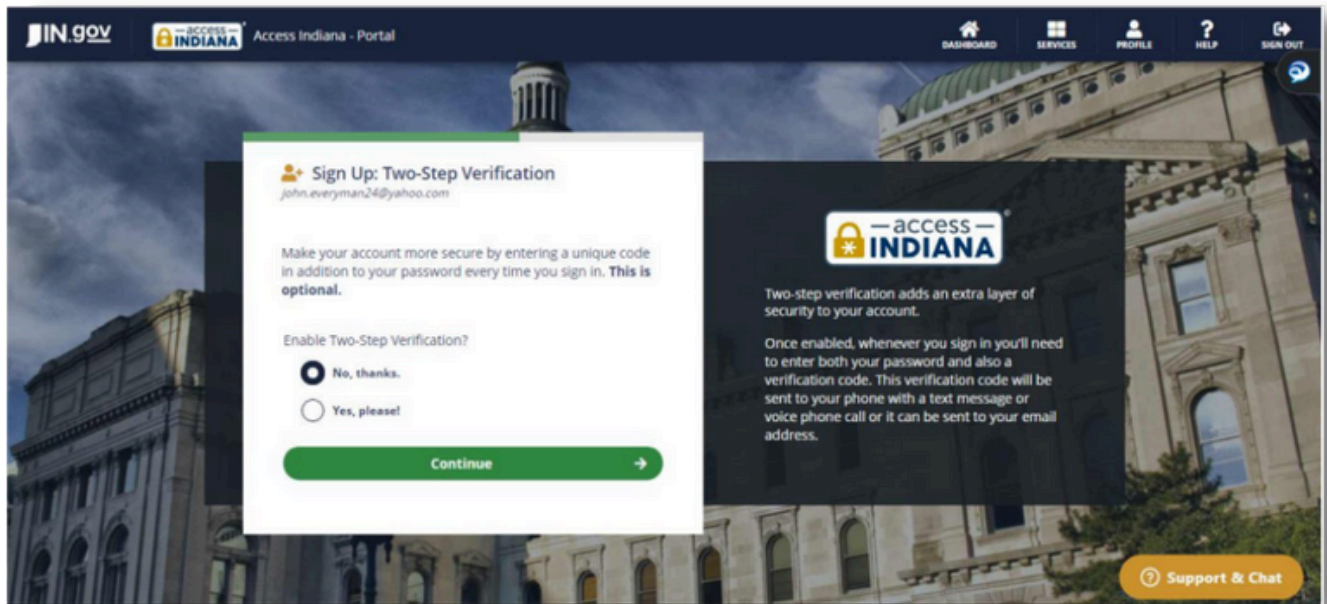
6

Complete Your Profile

Once you hit **"Continue"** you will be taken to a screen to complete your profile. As shown below, first name, last name, and phone number are required. You may then click the **"Create Account"** button

7 View Optional Security Options

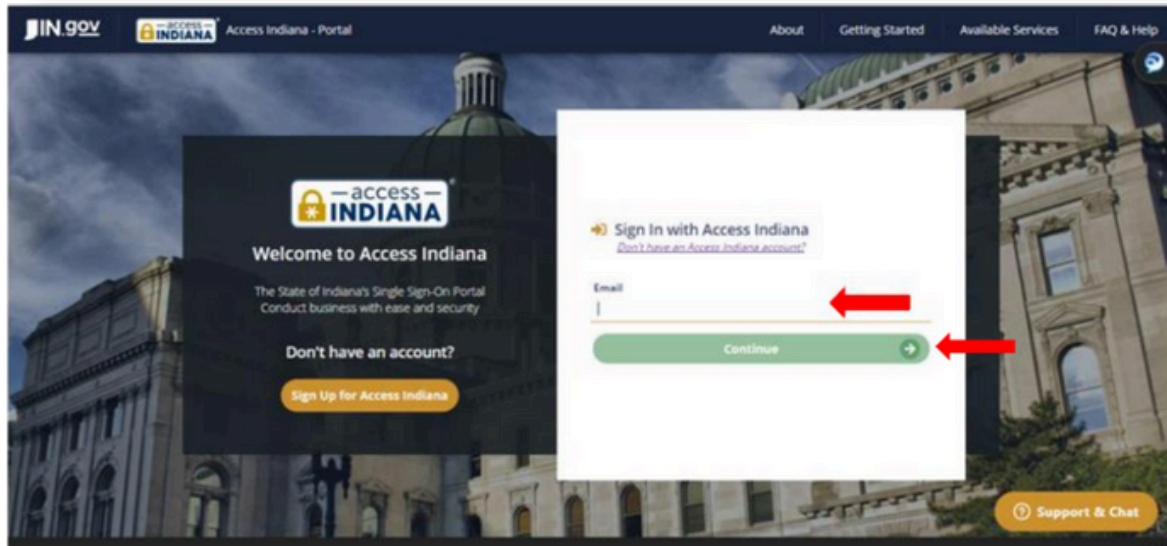
You will then be prompted with additional optional security features as shown below. If you decide to skip the security features, you have the option to complete them later



8

Begin Linking Your ITAP Account to Access Indiana

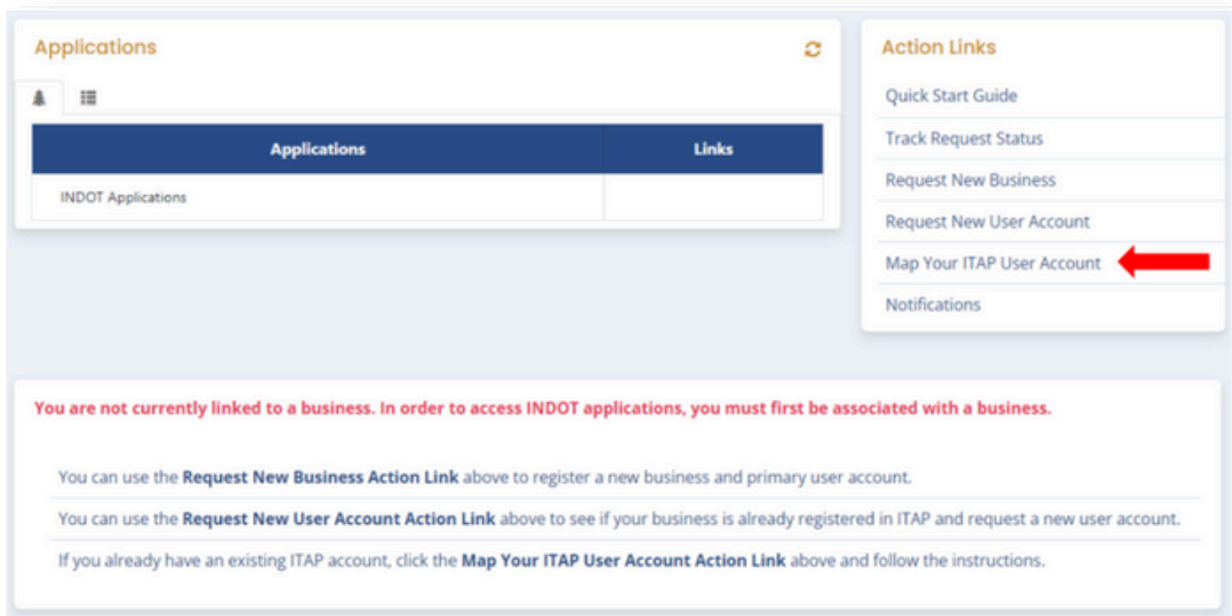
You will need to log out and preferably go to a fresh browser page and go to <https://itap.indot.in.gov>. This will bring up the following screen where you will enter your email and hit **“Continue.”**



9

"Map" Your Account

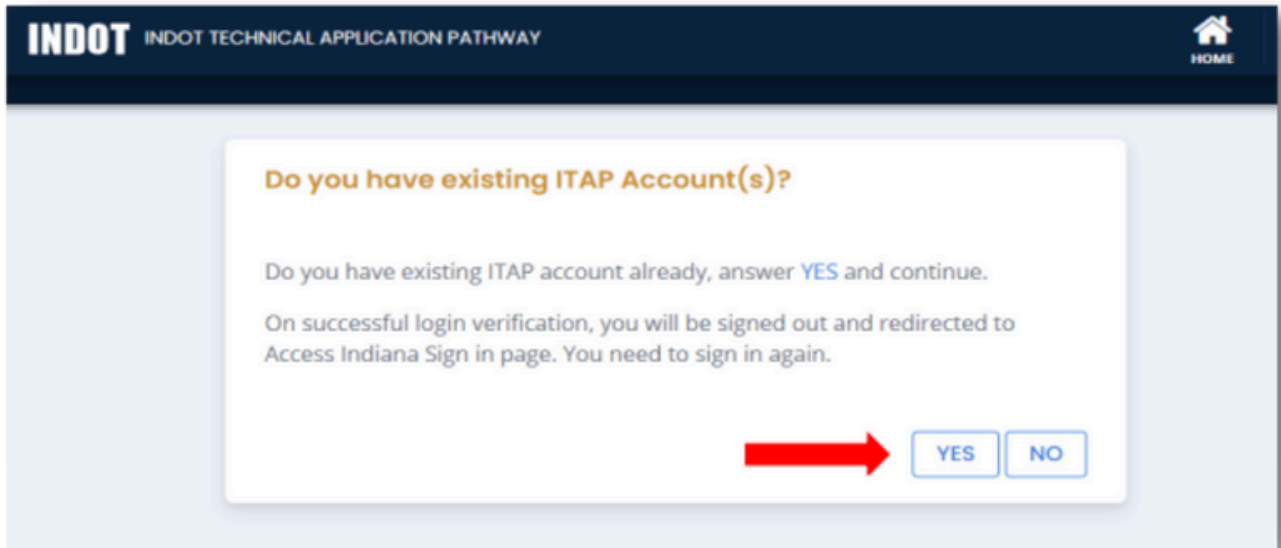
After hitting **“Continue”**, you should be routed to the following screen. Here you will need to map (link) your ITAP account to Access Indiana. Do this by selecting the **“Map Your ITAP User Account.”**



10

Confirm Your Existing Account

Once you click this, you will be asked if you have an existing ITAP account. If you are reading this document, you should, and click **"YES"**.

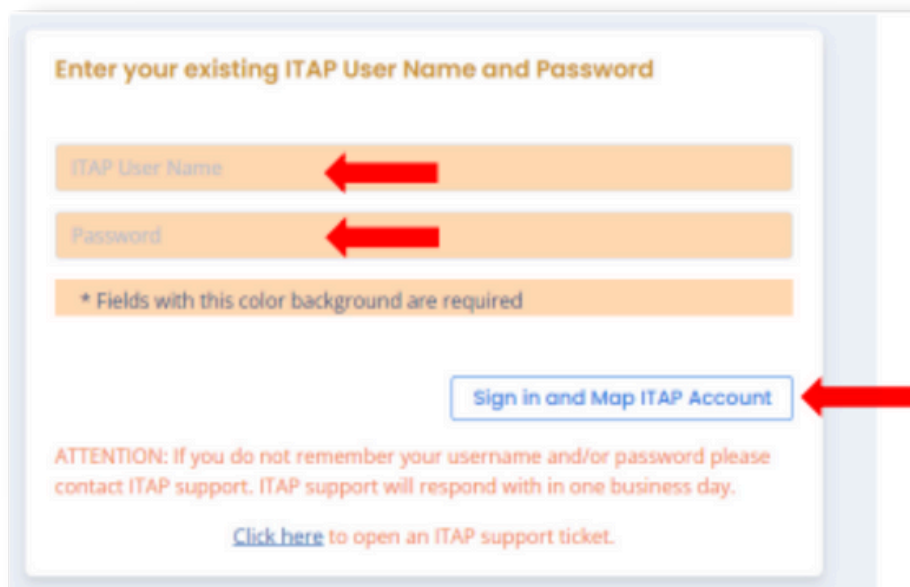


The screenshot shows the 'INDOT TECHNICAL APPLICATION PATHWAY' header with a 'HOME' link. The main content area has a title 'Do you have existing ITAP Account(s)?' and instructions: 'Do you have existing ITAP account already, answer YES and continue. On successful login verification, you will be signed out and redirected to Access Indiana Sign in page. You need to sign in again.' At the bottom right, there are two buttons: 'YES' and 'NO'. A red arrow points to the 'YES' button.

Sign In to Your ITAP Account

11

At this window, you will need to enter your current ITAP user ID and password. Then click **"Sign in and Map ITAP Account."** It is essential that you have these to complete the process. **Your ITAP user ID is NOT your email** and should look something like **"JEVERYMAN01."** If you do not remember your username and password, please follow the instructions at the bottom of the popup screen.

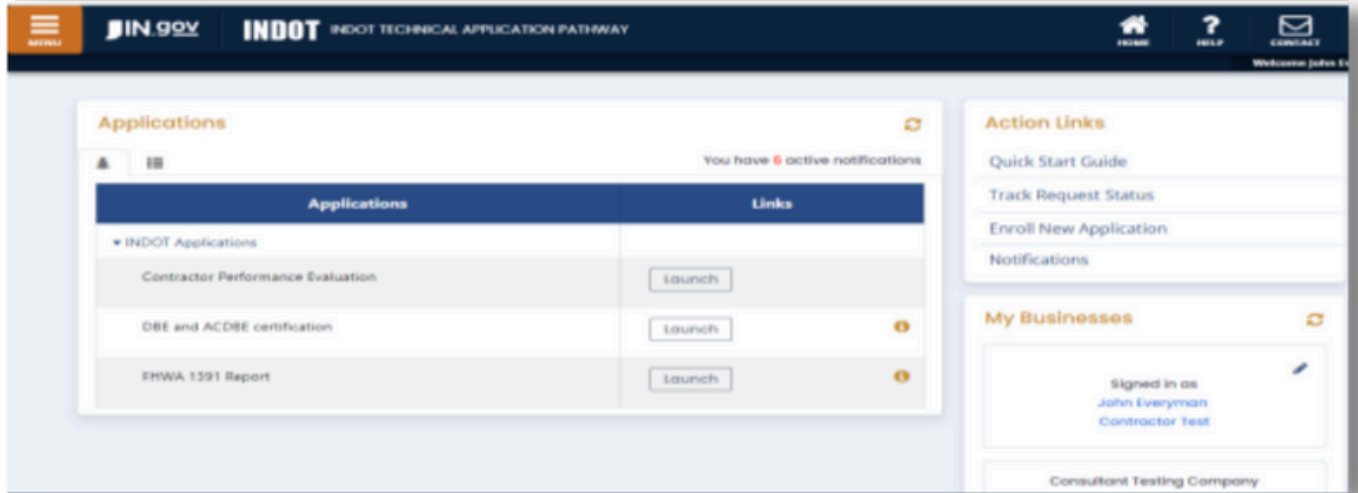


The screenshot shows the 'Enter your existing ITAP User Name and Password' form. It has two input fields: 'ITAP User Name' and 'Password', both highlighted with orange backgrounds. Below them is a note: '* Fields with this color background are required'. At the bottom right, there is a button labeled 'Sign in and Map ITAP Account'. A red arrow points to this button. At the bottom, there is an attention notice: 'ATTENTION: If you do not remember your username and/or password please contact ITAP support. ITAP support will respond with in one business day.' and a link: 'Click here to open an ITAP support ticket.'

Success!

12

Once you have entered your ITAP username and password, click **“Sign in and Map ITAP Account.”** Once successful, you should see a screen like the one below. You will no longer need your ITAP username and password. **You will only need your Access Indiana log in and password and will be able to reset it through Access should you forget.**



Questions?

Email us at:
BOlinquiry@indot.in.gov

