

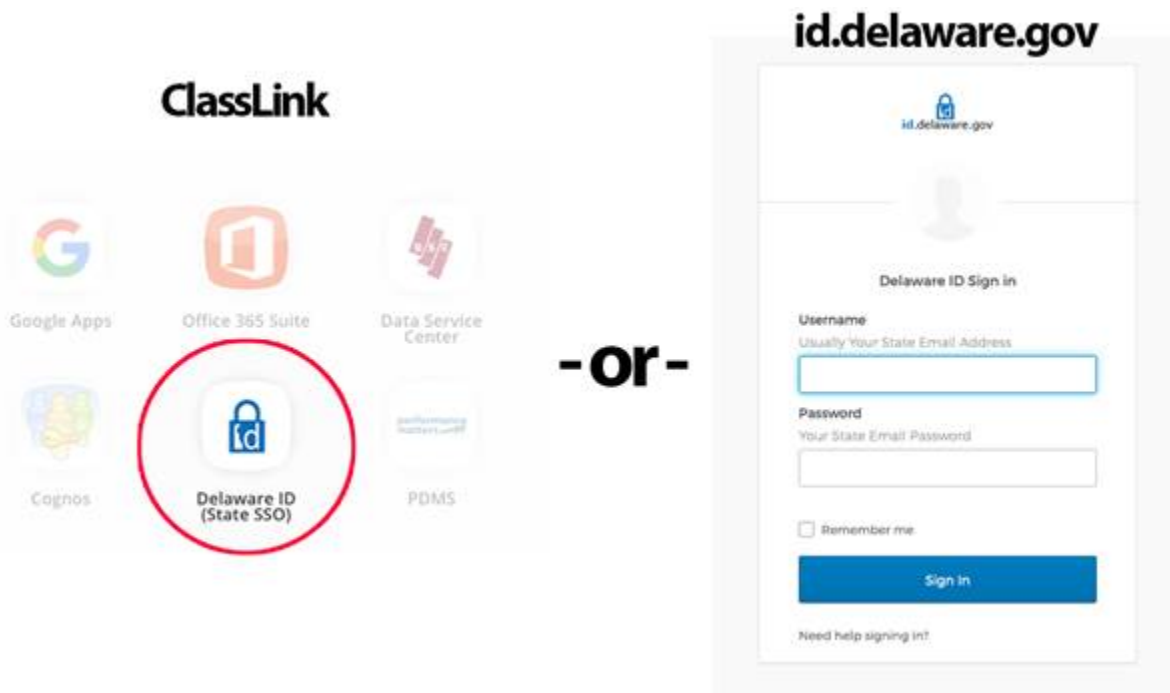
Due to the unprecedented increase in cyber-attacks on sensitive state systems, the **State of Delaware** has implemented new security protocols in order to better protect your account. Indian River School District staff members must register for “Delaware ID” in preparation for the cut-off of <https://sso.delaware.gov/> to access internal state applications

Your Delaware ID provides:

- The ability to **unlock your own account**, to change or reset your own password and multifactor authentication.
- **Easy access** to State of Delaware secure applications (No need for employee ID to login)
- **Worldwide access** to your Delaware ID-protected account via a simple URL: <https://id.delaware.gov>

Once the State's onboarding of K12 staff to id.delaware.gov is complete, your Delaware ID will allow easy access to State services and managed applications. Until this on-boarding is complete and the cut-over occurs, you can still utilize the old website (DE SSO, <https://sso.delaware.gov/>) and corresponding apps.

Use the Delaware ID link on ClassLink or visit <https://id.delaware.gov> and follow the simple online prompts to register.



You only need to register once using your IRSD network credentials (@irsd.k12.de.us email and “email” password). If logged into a PC on our network, the login process will happen automatically.

PROMPT 1 EXPLANATION (OPTIONAL AT THIS TIME, WITH THE EXCEPTION OF SELECTING A “PICTURE”)

Welcome to State of Delaware, Daniel!
Create your State of Delaware account













☐ Secondary email

☒ I don't have a secondary email

☐ Add a phone number for resetting your password or unlocking your account using SMS (optional)
Okta can send you a text message with a recovery code. This feature is useful when you don't have access to your email.

☐ Add a phone number for resetting your password or unlocking your account using Voice Call (optional)
Okta can call you and provide a recovery code. This feature is useful when you don't have access to your email.

☐ Click a picture to choose a security image
Your security image gives you additional assurance that you are logging into Okta, and not a fraudulent website.

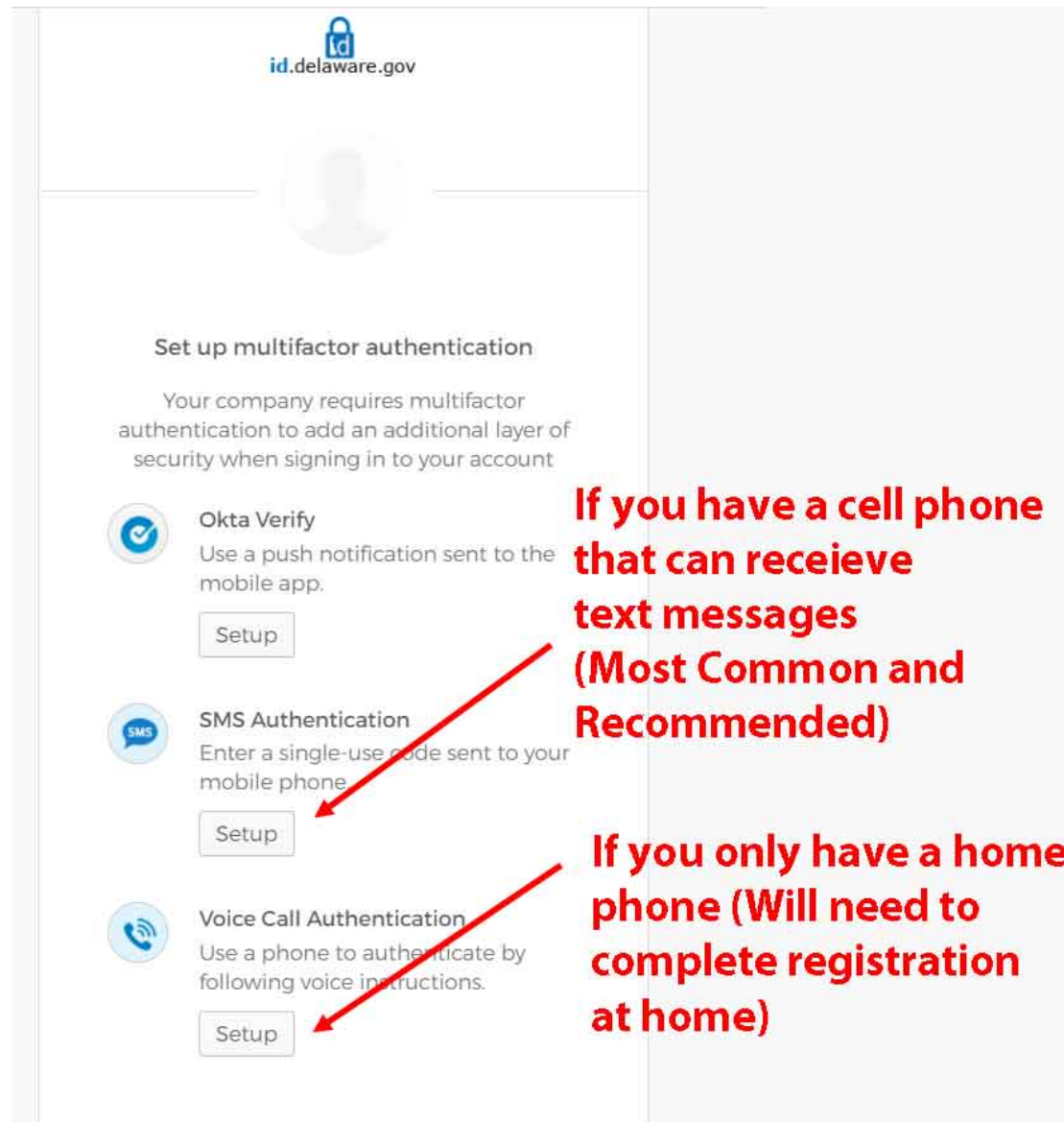
1. Secondary Email, SMS Phone Number & Voice Phone number are Optional. (You May Skip unless you would like to be able to reset your IRSD password yourself through DelawareID)

2. Select any Picture (Required)

3. Create Account

PROMPT 2 EXPLANATION – MULTI FACTOR AUTHENTICATION

Similar to banking applications or other important services, multi factor authentication is required to be set up, but you will only be prompted for multi-factor authentication when outside the IRSD network (Such as at home). We recommend SMS authentication if you have a cell phone. This process is likely very familiar to you, you will receive a code from your cell phone and must input it the first time you log in. If you do not have a cell phone, you can also use your home phone's landline, but you should complete this process at home when you have access to it.



The screenshot shows the 'Set up multifactor authentication' page on the id.delaware.gov website. At the top, there is a lock icon and the text 'id.delaware.gov'. Below this is a placeholder for a user profile picture. The main heading is 'Set up multifactor authentication', followed by the text: 'Your company requires multifactor authentication to add an additional layer of security when signing in to your account'. There are three authentication methods listed, each with a 'Setup' button:

- Okta Verify**: Use a push notification sent to the mobile app. (Setup button)
- SMS Authentication**: Enter a single-use code sent to your mobile phone. (Setup button)
- Voice Call Authentication**: Use a phone to authenticate by following voice instructions. (Setup button)

Red annotations are present on the right side of the screen:

- A red arrow points from the 'SMS Authentication' option to the text: **If you have a cell phone that can receive text messages (Most Common and Recommended)**
- A red arrow points from the 'Voice Call Authentication' option to the text: **If you only have a home phone (Will need to complete registration at home)**

Once a multi-factor method is complete, you may click "Finish" and will be redirected to Delaware ID!