

How to Enroll

First Login and Account Setup:

For best results, please use Chrome to view the enrollment

Your Company Login address is: <http://boss.employeenavigator.com>

1. When you first arrive, please click the link toward the bottom of the page for “Register as new user”.

2. You will need to Create Your Account by completing the fields on the next page.

3. Please make certain your answers are the same as on file with Team Resources (try to use the spelling of your name from your paycheck)

-Your “Company Identifier” is **CitofTyl2022**

-For your username, please enter your email address

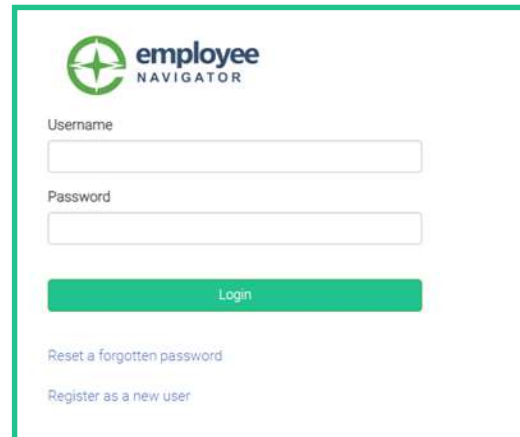
-The password must be 6 digits long and must include both a number and a symbol

You can click on “show it” to verify what you have typed

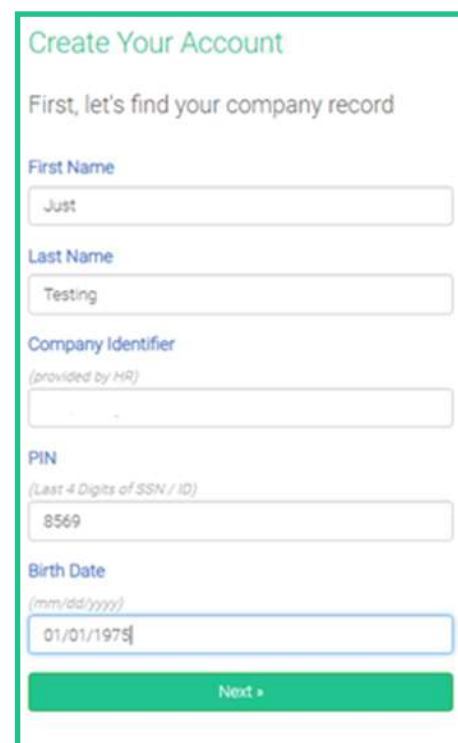
4. Click on the box next to “I agree with the terms of use” before proceeding.

Once you have created your account you will see a welcome message.

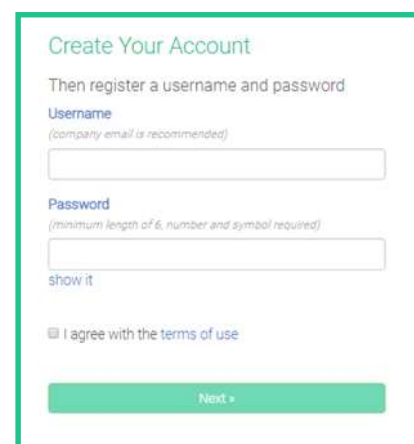
5. You can now re-login at the same login address: <http://boss.employeenavigator.com> by entering your new username (email) and your new password.



The login page features the Employee Navigator logo at the top. Below it are two input fields: 'Username' and 'Password'. A green 'Login' button is positioned below the password field. At the bottom, there are two links: 'Reset a forgotten password' and 'Register as a new user'.



The 'Create Your Account' page starts with the heading 'First, let's find your company record'. It contains four input fields: 'First Name' (with 'Just' entered), 'Last Name' (with 'Testing' entered), 'Company Identifier' (with a note '(provided by HR)'), and 'PIN' (with a note '(Last 4 Digits of SSN / ID)' and '8569' entered). A 'Birth Date' field is also present with a note '(mm/dd/yyyy)' and '01/01/1975' entered. A green 'Next >' button is at the bottom.



The second step of 'Create Your Account' asks the user to 'Then register a username and password'. It has two input fields: 'Username' (with a note '(company email is recommended)') and 'Password' (with a note '(minimum length of 6, number and symbol required)'). A 'show it' link is below the password field. A checkbox for 'I agree with the terms of use' is located below the password field. A green 'Next >' button is at the bottom.