

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

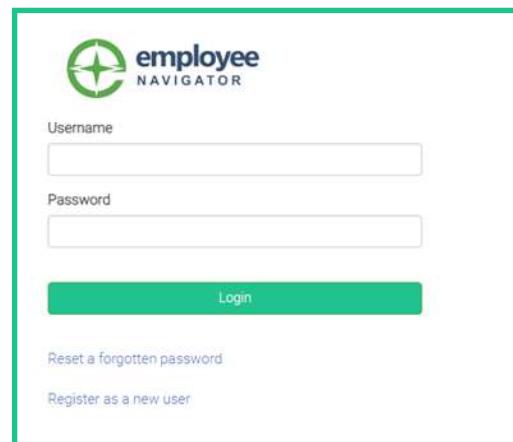
-The password must be 6 digits long and must include both a number and a symbol

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.

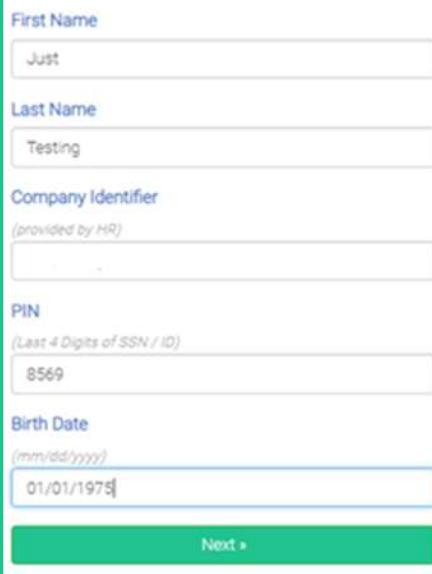
5. You can now re-login at the same login address: <http://boss.employeenavigator.com> by entering your new username (email) and your new password.



The image shows the Employee Navigator login page. It features a logo with a green circle and the text "employee NAVIGATOR". Below the logo are two input fields: "Username" and "Password", each with a corresponding text input box. A green "Login" button is positioned below the password field. At the bottom of the page are two links: "Reset a forgotten password" and "Register as a new user".

Create Your Account

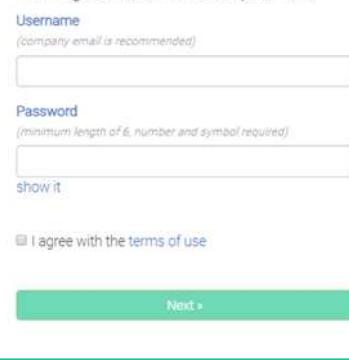
First, let's find your company record



The image shows the first step of the "Create Your Account" process. It has fields for "First Name" (containing "Just") and "Last Name" (containing "Testing"). Below these is a "Company Identifier" field with the placeholder "(provided by HR)" and a dropdown menu. The next section is for "PIN" (Last 4 Digits of SSN / ID), with the value "8569" entered. The "Birth Date" field shows "01/01/1975". A green "Next >" button is at the bottom.

Create Your Account

Then register a username and password



The image shows the second step of the "Create Your Account" process. It has fields for "Username" (with a note "(company_email is recommended)"), "Password" (with a note "(minimum length of 6, number and symbol required)"), and a "show it" link. A checkbox for "I agree with the terms of use" is present. A green "Next >" button is at the bottom.