

Park City Portal TID-C Registration with the Same Email Address

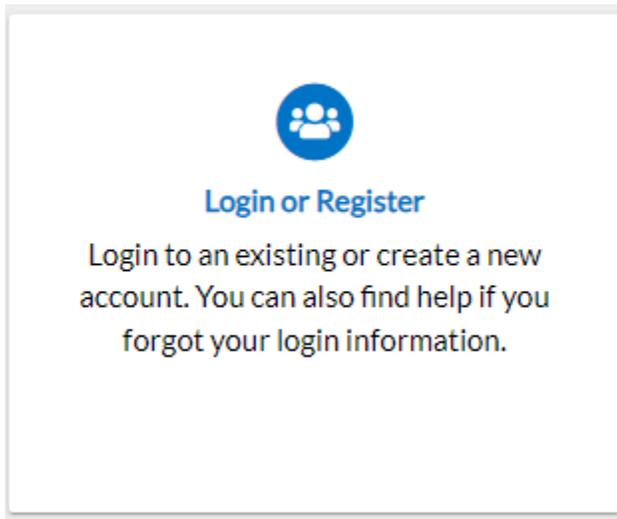
Creating a more secure platform for all

Registration will be **needed again** with TID-C, even using the same email address that was previously used. This will allow existing information in Park City Portal to be linked with the new TID-C registration.

1. Navigate to ParkCityPortal.com.
2. Click **Login or Register** in the top right corner of the page.

Login or Register 

3. Or click the **Login or Register** card on the page.



4. A popup will appear at the top of the screen. This pop up will be the start to the screen where you will be redirected to another site to complete the registration process.

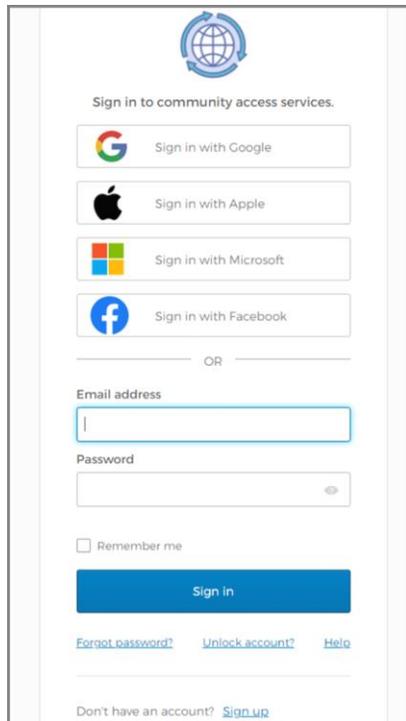
We have upgraded our authentication security and allow more login options for you to use. With this upgrade, you will now be forwarded to our new authentication service.

If you're being sent to this new authentication for the first time, be sure to register with the same email address you have used for this site previously.

Cancel

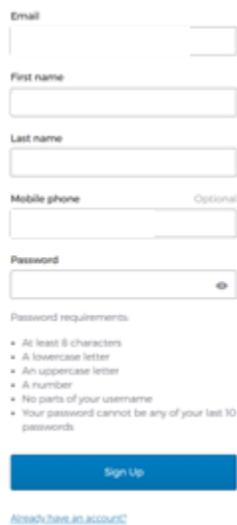
Continue

1. Click **Continue**.
2. Click a sign-in option: (if the you have registered with Park City Portal (Civic Access) with an email address from one of the below providers, the social login works similarly to registering with that email address)
 - a. Sign in with Google.
 - b. Sign in with Apple.
 - c. Sign in with Microsoft.
 - d. Sign in with Facebook.
3. Or if previously registered, type an **Email address** and **Password** and click **Sign in**.
4. If you are a new user and need to create an account. You can start by creating one from the below providers:
 - a. Sign in with Google.
 - b. Sign in with Apple.
 - c. Sign in with Microsoft.
 - d. Sign in with Facebook.



The image shows a sign-in page for community access services. At the top is a globe icon. Below it, the text reads "Sign in to community access services." There are four social media sign-in buttons: "Sign in with Google", "Sign in with Apple", "Sign in with Microsoft", and "Sign in with Facebook". Below these is an "OR" separator. The main sign-in section includes an "Email address" input field, a "Password" input field with an eye icon, a "Remember me" checkbox, and a blue "Sign in" button. At the bottom, there are links for "Forgot password?", "Unlock account?", and "Help". A horizontal line separates this from the bottom text: "Don't have an account? [Sign up](#)".

5. Or you can create one by clicking **Sign up** on the bottom of the screen.
6. The application displays the Create an account page.
 - a. Type:
 - i. Email
 - ii. Password
 - iii. First name
 - iv. Last name
 - v. Mobile number
 - b. Click Sign up.

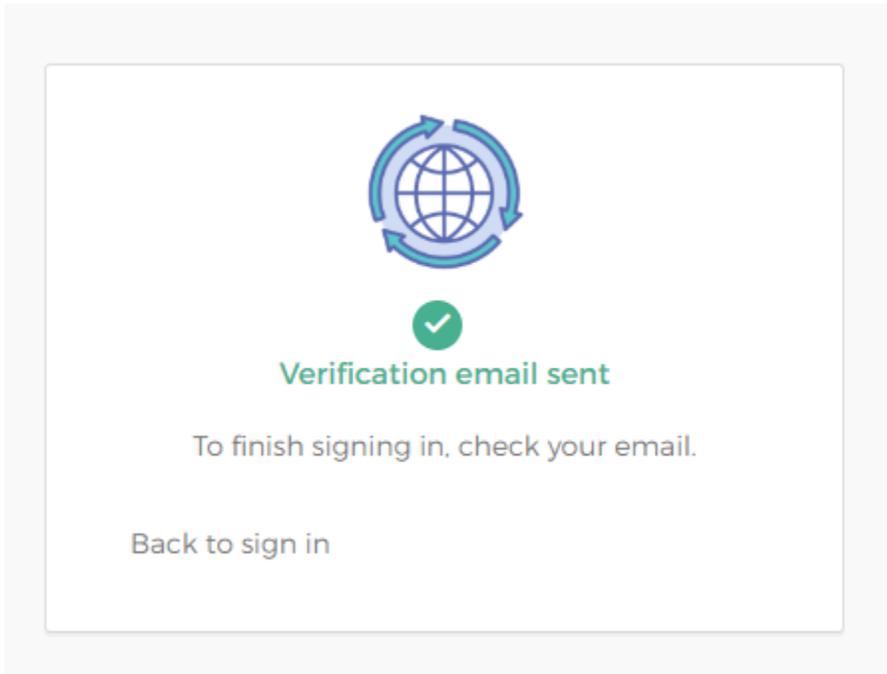


The image shows a "Create an account" page. It features several input fields: "Email", "First name", "Last name", "Mobile phone" (with "Optional" text to its right), and "Password" (with an eye icon). Below the "Password" field, there are "Password requirements" listed as a bulleted list:

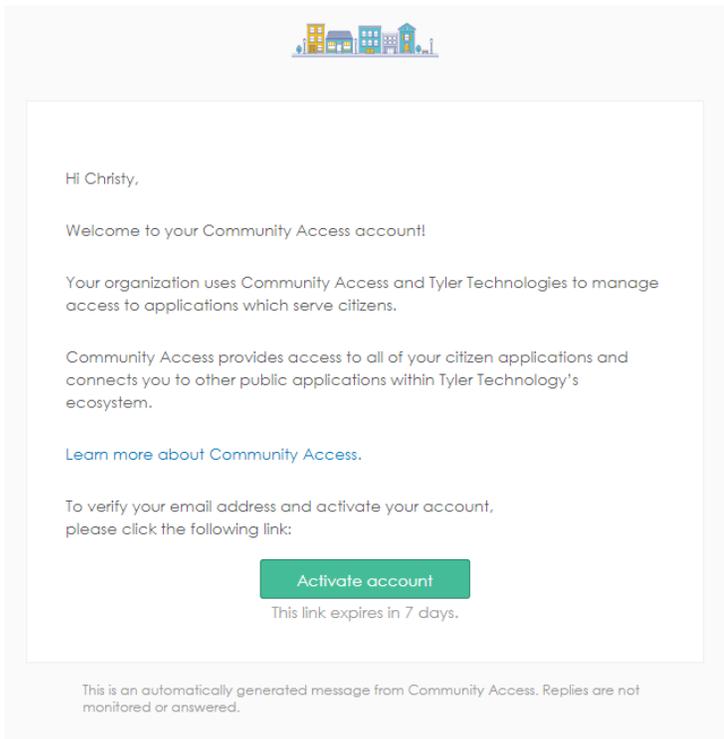
- At least 8 characters
- A lowercase letter
- An uppercase letter
- A number
- No parts of your username
- Your password cannot be any of your last 10 passwords

At the bottom of the form is a blue "Sign Up" button. Below the button is a link: "Already have an account?".

7. Next you will need to activate the account.



8. Log into the email account that was used and Click Activate account on the email.



9. Once this process has been Activated you will now have a TID-C account.

10. You will be redirected to the Park City Portal Dashboard (Civic Access) home page.