

System Sign On

The JobNet Business system is a secured system that requires a Logon ID and password to access. All users will be provided with a Logon ID and initial password for this purpose. DWD staff will use their current DWD domain ID and password (the ID used to sign into the network on their workstation each morning).

Partner staff use a WIEXT domain ID that allows them to access the DWD extranet and the various systems, manuals and forms that are used by all programs. Partner agencies will use their WIEXT ID and password. It is the same ID used to access the DWD Partner Page.

NOTE - This web site is designed and tested for use with Internet Explorer v6.0. Using other Internet Explorer versions may yield unpredictable results. JobNet Business is not available through other browsers.

- Open the Internet Explorer browser by clicking on the Internet Explorer icon.
- Key the following in the Address field:

<https://workweb.dwd.state.wi.us/jobnetbusiness/staff/>

- The response will be a Sign On screen as shown below.



Enter Network Password

Please type your user name and password.

Site: www.dwd.state.wi.us

Realm: www.dwd.state.wi.us

User Name:

Password:

Save this password in your password list

OK Cancel

- Key your Logon ID in the User Name field (example = martijo). Non-Department of Workforce Development Employees must enter wiext/username (example: wiext/martijo).

- Key the password associated with your Logon ID in the Password field.
- Position the mouse pointer and click on the OK button.
- The response will be the JobNet Business Welcome screen.

To more quickly access JobNet Business, create a Favorite or Shortcut. Like most other DWD/DWS systems, JobNet Business can also be launched from the DWD homepage by clicking on **Applications** and then **JobNet Business**.

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