

## **Requesting Access to GRF Partner Tools**

## User does not have an Illinois workNet account:



- 1. Go to www.illinoisworknet.com.
- 2. Click "Sign Up" in the header.
- 3. Enter required information and submit.
- 4. Check your email for a confirmation message.
- 5. Click the verification link in the email.
  - a. Your account is now active.
- 6. Request to become a partner by sending an email to <u>info@illinoisworknet.com</u>. Include the following information:
  - Reason for the email: I would like to request an Illinois workNet partner account.
  - Your name as it appears in your Illinois workNet account.
  - Name of your organization as it appears in the Illinois workNet Service Finder.
  - Organization address and work phone number.
  - Request access to the GRF partner tools.

## If you already have an Illinois workNet account:

- 1. Request to become a partner by sending an email to <u>info@illinoisworknet.com</u>. Include the following information:
  - Reason for the email: I would like to request an Illinois workNet partner account.
  - Your name as it appears in your Illinois workNet account.
  - Name of your organization as it appears in the Illinois workNet Service Finder.
  - Organization address and work phone number.
  - Request access to the GRF partner tools.