

## Arid and Semi-Arid Lands Seed Technology and Restoration Registration instructions for External Learners

If you have a DOI email address (from BLM, FWS, NPS, USGS, etc. – see list here: <https://www.doi.gov/library/us-department-interior-information>) stop reading this and use DOI Talent (<https://www.doi.gov/doitalent>) to search for the course.

### For Non-DOI Learners:

This is where you will create an account in eDOIU: <https://edoiu.doi.gov/login/index.php>

Once you have clicked the link above, scroll down and look at the bottom right-hand side of the page and click “Create new account” (it looks like this):

**Sign in**

Username / email

Password

**Sign in**

[Forgot username or password?](#)

● Cookies must be enabled in your browser

**Welcome to eDOIU!**

This is a United States Government computer system, maintained by the Department of the Interior, to provide Official Unclassified U.S. Government Information only. Use of this system by any authorized or unauthorized user constitutes consent to monitoring, retrieval, and disclosure by authorized personnel. USERS HAVE NO REASONABLE EXPECTATION OF PRIVACY IN THE USE OF THIS SYSTEM. Unauthorized use may subject violators to criminal, civil, and/or disciplinary action.

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**Create new account**

**STEP 1: Use your E-MAIL ADDRESS for your username and set a password that you will not forget.**

Here are the steps to create your account:

**Username (E-MAIL ADDRESS)**

**E-mail address (SAME AS YOUR USERNAME)**

**FIRST NAME (USE ALL CAPITAL LETTERS)**

**LAST NAME (USE ALL CAPITAL LETTERS)**

**Check the “I am not a robot” button – and then click “Request an account”.**

Once you request an account you will get an email to CONFIRM your request from FedTalent Admin stating, "Confirmation of account request." This e-mail contains a link that you must CLICK to confirm your request.

Check your Spam or Junk folder if you do not get the email directly to your in box. After you have clicked the link from FedTalent Admin, you will receive a second e-mail stating "Account request confirmed". **This does not mean that your account has been approved - it means that you have confirmed your request for an account.**

#### Step 2: Wait

All accounts are manually created by the DOI data stewards and can take up to 10 days. Once the DOI data stewards have approved your request you will get another e-mail stating "Account request approved". **In this e-mail you will receive a link to log in, and the email will provide you with your username, which should be your e-mail address.**

Step 3: Click the link in the e-mail and it will take you to the eDOIU login page.

Log in using the username (YOUR EMAIL ADDRESS) and password you created.

Once you have logged into eDOIU you may find the course by clicking "Search Catalog" and **typing in "Arid and Semi-Arid Lands Seed Technology and Restoration"**.

HOW TO REACTIVATE A SUSPENDED ACCOUNT IF YOU HAVE EVER HAD AN eDOIU account and you are suspended:

TRY THIS! Call our Customer Support Center 1-866-367-1272 Press 3, Then press 3 again and then press 1 (you don't have to wait for all the prompts).

Inform the Agent that this is about eDOIU and reactivating my eDOIU account (this allows the Agent to open the correct screen) Then tell the Customer Support Agent that you had an account in eDOIU and give them your NAME (First and Last) and the email address that you used last year for the previous year's trainings. They will verify your account on the phone with you. At that time, they will reactivate your account and will send you an autogenerated password through email to re-login and create a new PASSWORD. The email will have a link for you to click to create a new password and to sign into eDOIU.