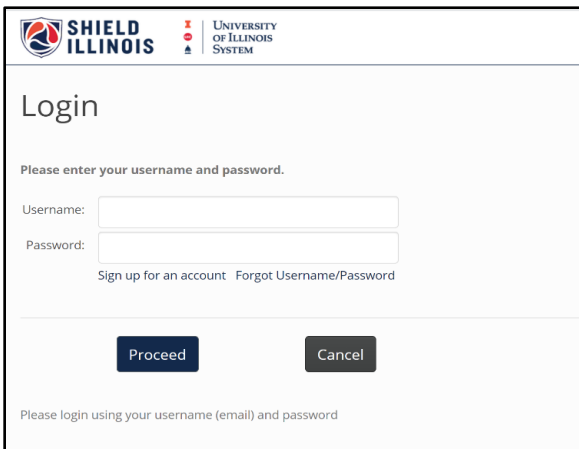




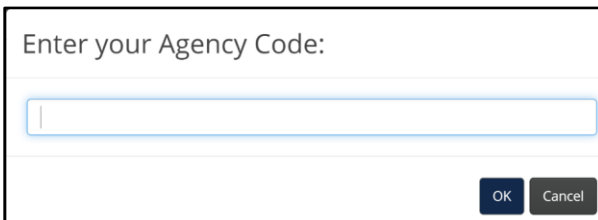
## Portal Creation Instructions

1. Click "Sign up for an account."



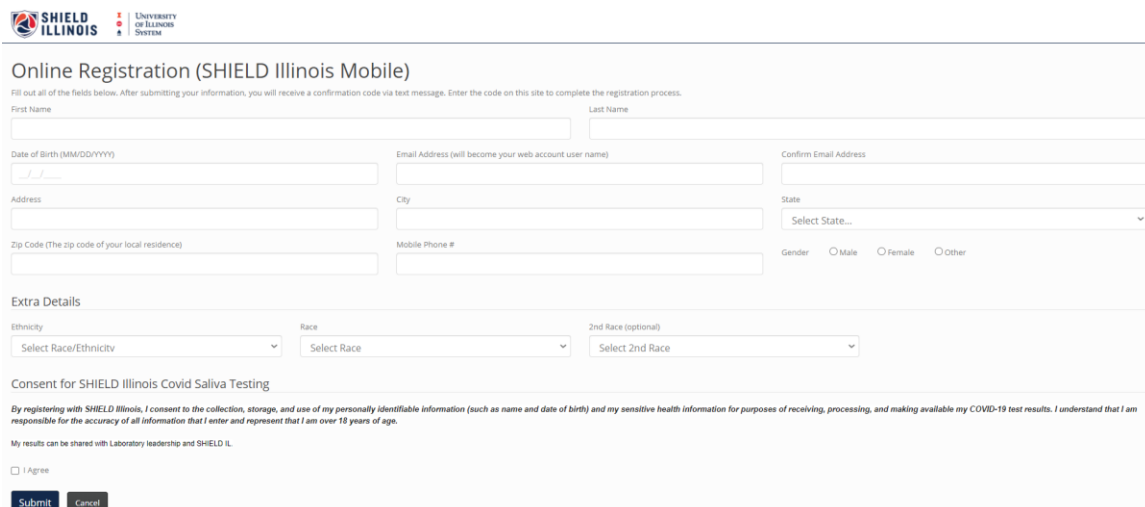
The screenshot shows the SHIELD ILLINOIS login interface. At the top left are the SHIELD ILLINOIS and UNIVERSITY OF ILLINOIS SYSTEM logos. Below the logos is the heading "Login". A message reads: "Please enter your username and password." There are two input fields: "Username:" and "Password:". Below the password field are two links: "Sign up for an account" and "Forgot Username/Password". At the bottom of the form are two buttons: "Proceed" and "Cancel". A footer note says: "Please login using your username (email) and password".

2. Enter the Agency Code for your organization



The screenshot shows a form titled "Enter your Agency Code:". There is a single text input field for the agency code. At the bottom right of the form are two buttons: "OK" and "Cancel".

3. Complete your registration and submit.




The screenshot shows the "Online Registration (SHIELD Illinois Mobile)" form. At the top left are the SHIELD ILLINOIS and UNIVERSITY OF ILLINOIS SYSTEM logos. The heading is "Online Registration (SHIELD Illinois Mobile)". A message reads: "Fill out all of the fields below. After submitting your information, you will receive a confirmation code via text message. Enter the code on this site to complete the registration process." The form contains several input fields: "First Name", "Last Name", "Date of Birth (MM/DD/YYYY)", "Email Address (will become your web account user name)", "Confirm Email Address", "Address", "City", "State" (a dropdown menu), "Zip Code (The zip code of your local residence)", "Mobile Phone #", and "Gender" (radio buttons for Male, Female, and Other). Below these fields is the "Extra Details" section with three dropdown menus: "Ethnicity" (Select Race/Ethnicity), "Race" (Select Race), and "2nd Race (optional)" (Select 2nd Race). At the bottom is the "Consent for SHIELD Illinois Covid Saliva Testing" section, which includes a paragraph of text: "By registering with SHIELD Illinois, I consent to the collection, storage, and use of my personally identifiable information (such as name and date of birth) and my sensitive health information for purposes of receiving, processing, and making available my COVID-19 test results. I understand that I am responsible for the accuracy of all information that I enter and represent that I am over 18 years of age." Below the text is a checkbox labeled "I Agree". At the bottom left are two buttons: "Submit" and "Cancel".



[Portal.shieldillinois.com](https://portal.shieldillinois.com)

4. You will receive a special code via text and email to confirm your identity.
5. Enter that code as indicated.

 UNIVERSITY  
OF ILLINOIS  
SYSTEM

We have sent a registration code to 1111211212 via text message and to jasweet15@yahoo.com via email. This code will expire in five (5) minutes. When you receive the code, please enter it here to continue the registration process. It may take one (1) to two (2) minutes for your code to arrive.

Verify Code

[Submit](#) [Go Back](#) [Re-send Code](#)