Last Updated: 9/22/2016

URL: https://webapps.dwd.in.gov/lke/
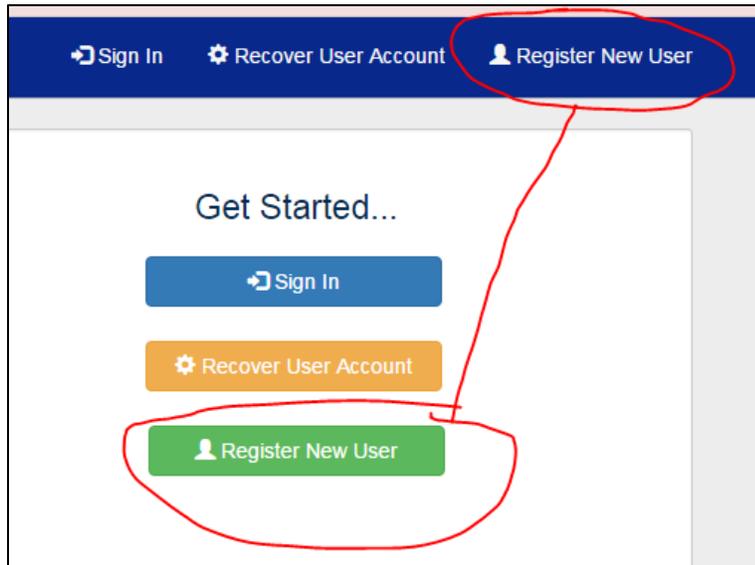
DWD Contact Information

> DWD Last Known Employer
> LKE@DWD.IN.GOV

Register as a new Customer

Open a web browser and navigate to the website (see URL above)
Locate one of the "Register New User" links and choose it

Enter the name of the business that is being represented
The Federal ID of the company is required.
Fill in the address information.
Enter your primary email address. This email will be used for communications from DWD regarding LKE and for password resets.
Submit the form.

If you already are a registered user of other DWD applications such as IN Training or eWotc, then you will skip this next step.

Enter the desired username that will be used for signing into the website.

Enter your name and phone number.
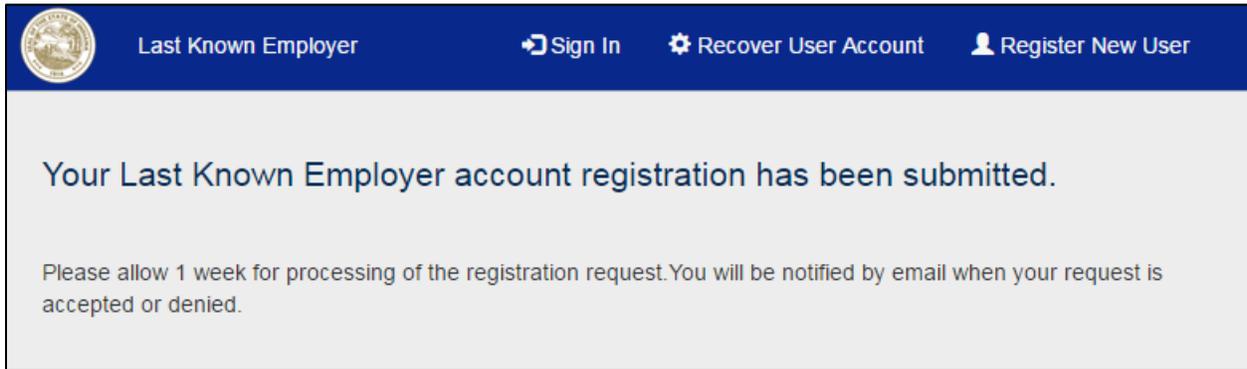
Submit the form to continue.

The screen will display a notification providing information about the approval process. Users will not have access to LKE until a DWD Staff member has reviewed the user registration.
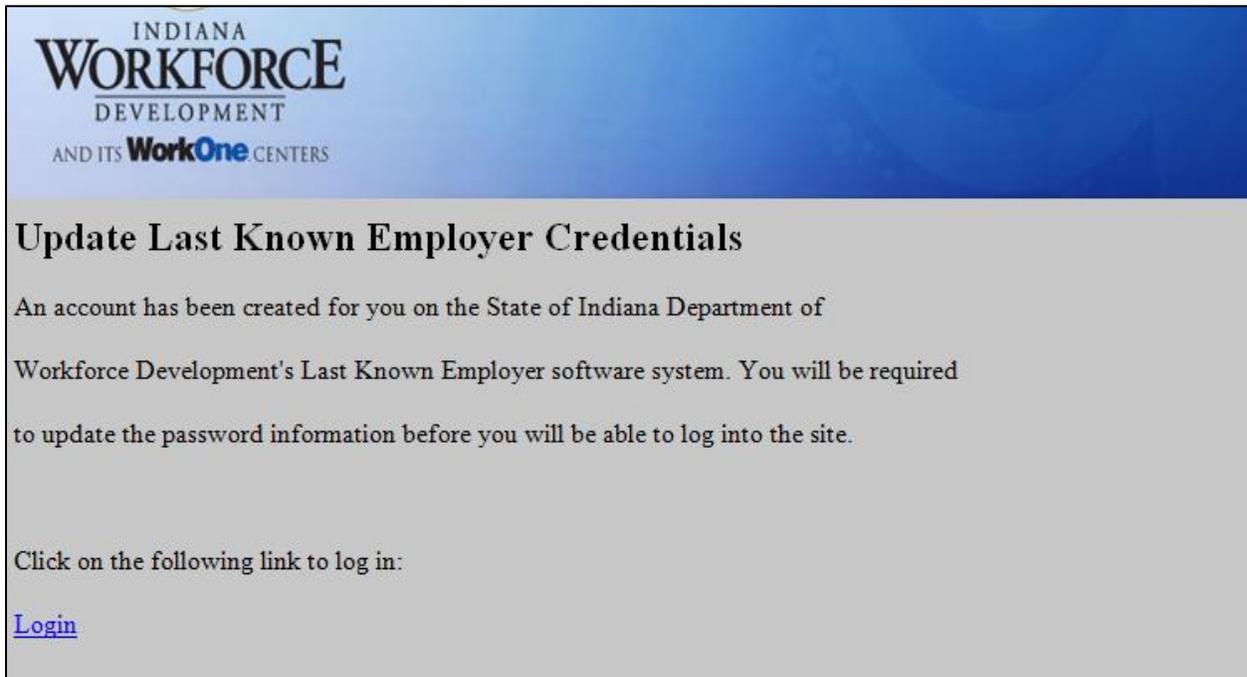

Once DWD Staff approves the registration, an email will be delivered to the registered email address. This email will inform you of the decision made for the registration. If approved, there will be a link to finalize the registration and sign in.

Following the link will lead to the final registration screen. This screen will allow you to establish your password and a security pin.
Complete the form, view and agree to the terms and conditions of the LKE system.
Submit the form.

Be sure to pick a memorable Security Pin. This is necessary in order to recover lost credentials without DWD staff assistance.

Password and Security Pin Requirements

Password
- Can not contain your username
- Must be 8-20 characters long and contain at least one lower-case character, one upper-case character, one number and one special character. Allowable special characters are (! @ # $ % ^ * . _)
- Can not be same as any of the previous five passwords used

Security Pin
- Required for recovering your account
- Should be a five digit number

Login Information

Username	TEST_USER_001
Password	••••••••
Re-enter Password	••••••••
Create a security pin	12345

Login Information

Create your own security question	my question
Answer	my answer

☑ **I agree to the Terms and Conditions**

Submit

You will be notified that the credentials have been established.
You should now be able to login with the username and password submitted during the registration process.

Last Known Employer

The credentials were updated successfully.

You may proceed to log in at Sign in