

September 22, 2008

### **Employer Logins for Job Center of Wisconsin Education Site are Now Available**

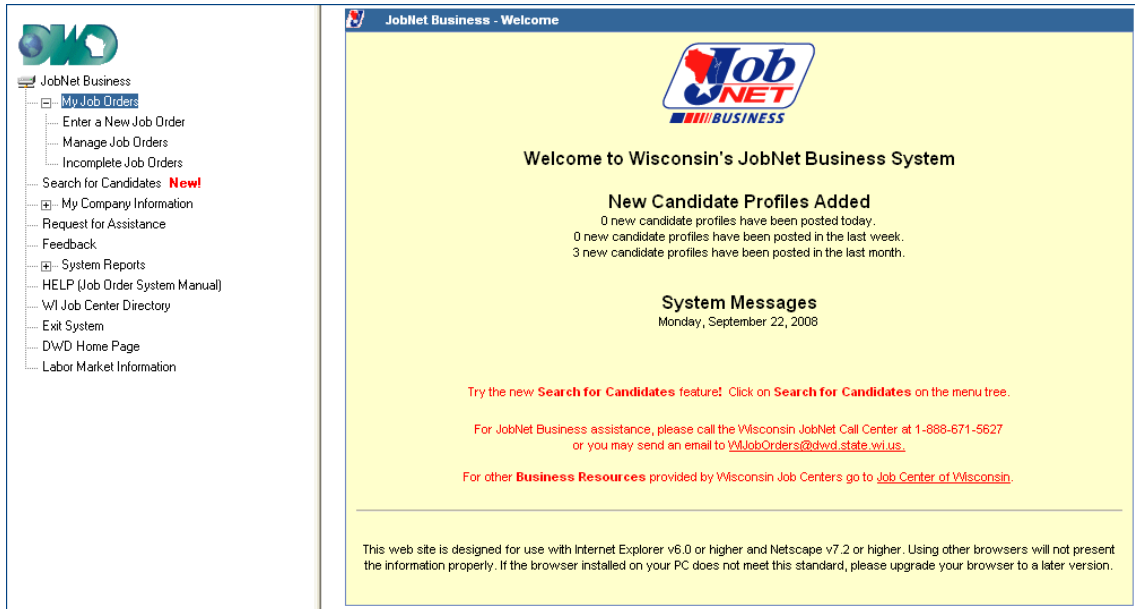
Employer logins and passwords are now available for the *education* environment for Job Center of Wisconsin. Job Center staff can go in and try out the Search for Candidates feature JobNet Business by going to and following the steps below:

- Go to the *education* environment for Job Center of Wisconsin:  
<https://education.jobcenterofwisconsin.com/default.aspx?> It may take a few moments for the site to come up.
- Click on Employer Tools, then on Find a Worker.
- When the login screen appears, login using one of the [login/password sets from the list](#).



The image shows a Windows-style dialog box titled "Connect to education.dwd.state.wi.us". The dialog has a blue header bar with a question mark and a close button. Below the header is a blue banner with a key icon. The main area is light beige and contains the text "education.dwd.state.wi.us". There are two input fields: "User name:" with a dropdown menu showing a person icon, and "Password:" with a text box. At the bottom are "OK" and "Cancel" buttons.

- Click on 'Search for Candidates' on the menu tree.



- It will be difficult to obtain matches. As of this morning there are only 3 job seeker resumes in the *education* environment. (We anticipated that Job Center staff would add resumes when the *education* environment became available.)
- If you have time, create a job seeker's resume in *education*, then go back into *education* as an employer and search for candidates based on the keywords you included in the job seeker resume.

We have a couple of attachments to help you become familiar with the site. The [Education Environment Training Outline](#) can be used as a guide to checking out the features of the website. The [Hands-on Practice Exercises](#) take you step-by-step through the processes of "Set up an account" (creating an Active Directory account), "Register for Services/Update" (creating an Active Directory account, then a Title 3 registration), and "Create/Update a Resume".

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This message has been posted to the web site (<http://www.wisconsinjobcenter.org/jobnetbiz>) that holds the JobNet Business announcements. The archive holds the current edition, and all previous editions.

These editions are delivered in Adobe PDF format for online reading or downloading. The web site has a link to the DWD Viewers Download Page (<http://dwd.wisconsin.gov/viewers.htm>) to find links to software which may be necessary to view the publications.

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