Instructions for Accessing the Workforce Integrated Performance System (WIPS) through Login.Gov


2. Select “I Agree” after reading the disclosure.

3. Log in using your current Username and Password.
4. Click on Profile Icon and select “Profile.”

5. Click on the login.gov tab in the Profile page.
6. Click on the “ENROLL IN LOGIN.GOV” button (including users that already have a login.gov account).

7. You will be taken to this login.gov page. Because this login is used across multiple agencies, you may already have an account. If you do, stop here and the next time you log in to WIPS you will log in by clicking “Click here if you are a login.gov user.”

If you do not currently have an account, click on “Create my account” to make a new login.
8. Enter your email address and select your language. This email must match the one assigned to your WIPS account. If you need to use a different email, submit a WIPS technical assistance request. Make sure to review the Rules of Use and check the box before clicking “Submit.”

9. Login.Gov will then send a verification email to your email account.
10. Click on the “Confirm email address” link.

11. Login.Gov will then ask you to create a password of at least 12 characters. Click “Continue” when you are satisfied with your password.

12. Login.Gov requires two-factor authentication. Users may select the authentication and strong authentication methods are recommended. However, most commonly, users use a phone number for authentication.
13. To set up phone as your authentication method, scroll down and select “Phone” and then press “Continue.”

14. Enter your phone number and select Text or Phone call before clicking “Continue.” Note that some business phones use voice-over-ip (VOIP) and are not allowable numbers. Cell phones are most commonly used.
15. You will receive an alpha-numeric security code by text or phone call that should be entered on the one-time security code box. Then select “Submit.”

16. Login.Gov will confirm the new authentication method was added. Press “Agree and continue.”

17. You are now set up to use login.gov. The next time you login to WIPS you will log in by clicking “Click here if you are a login.gov user.”