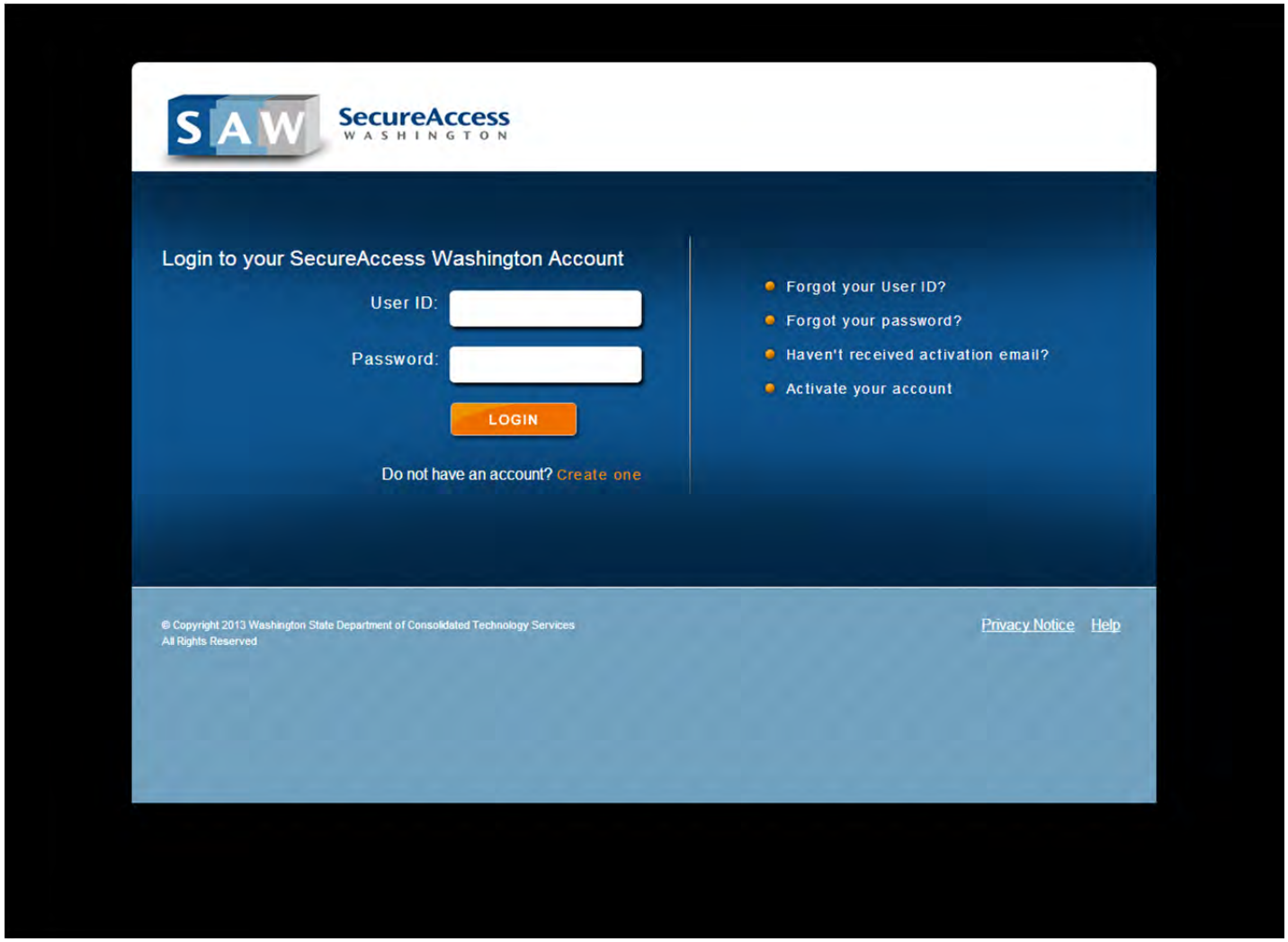
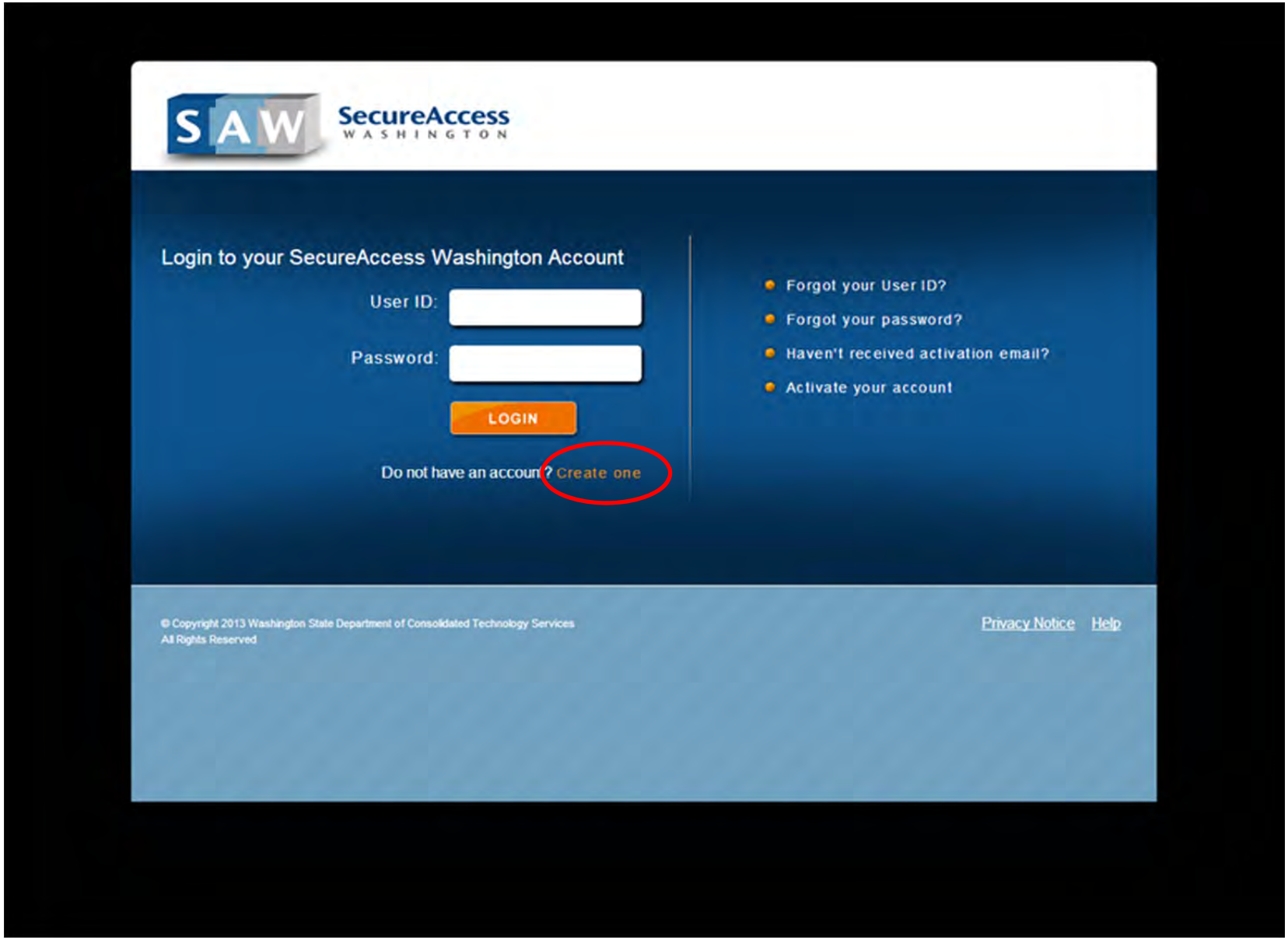
Creating a SAW Account



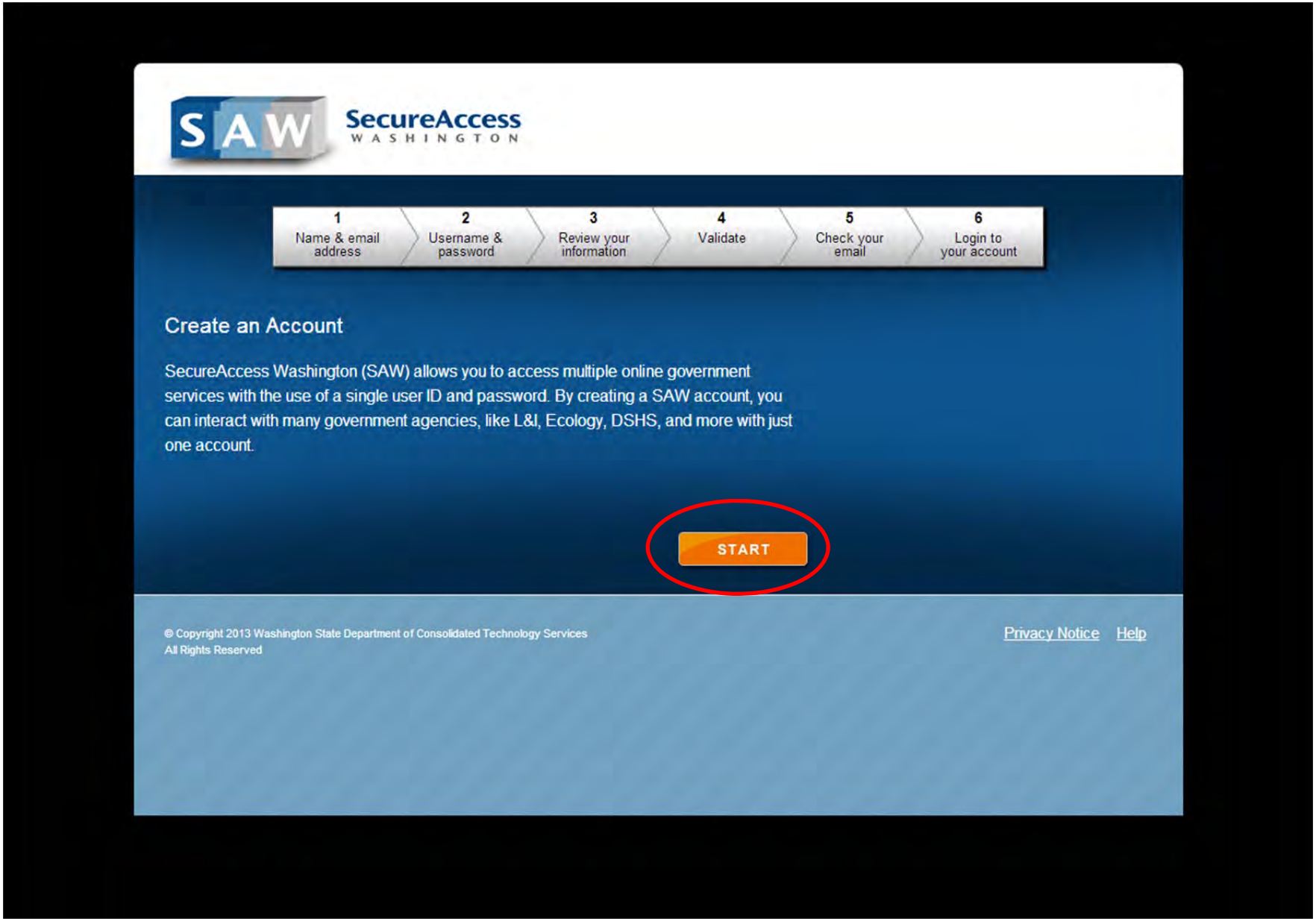
Created by Annie Strader on 11-19-2013

Follow this link. [Secure Access Washington Home]

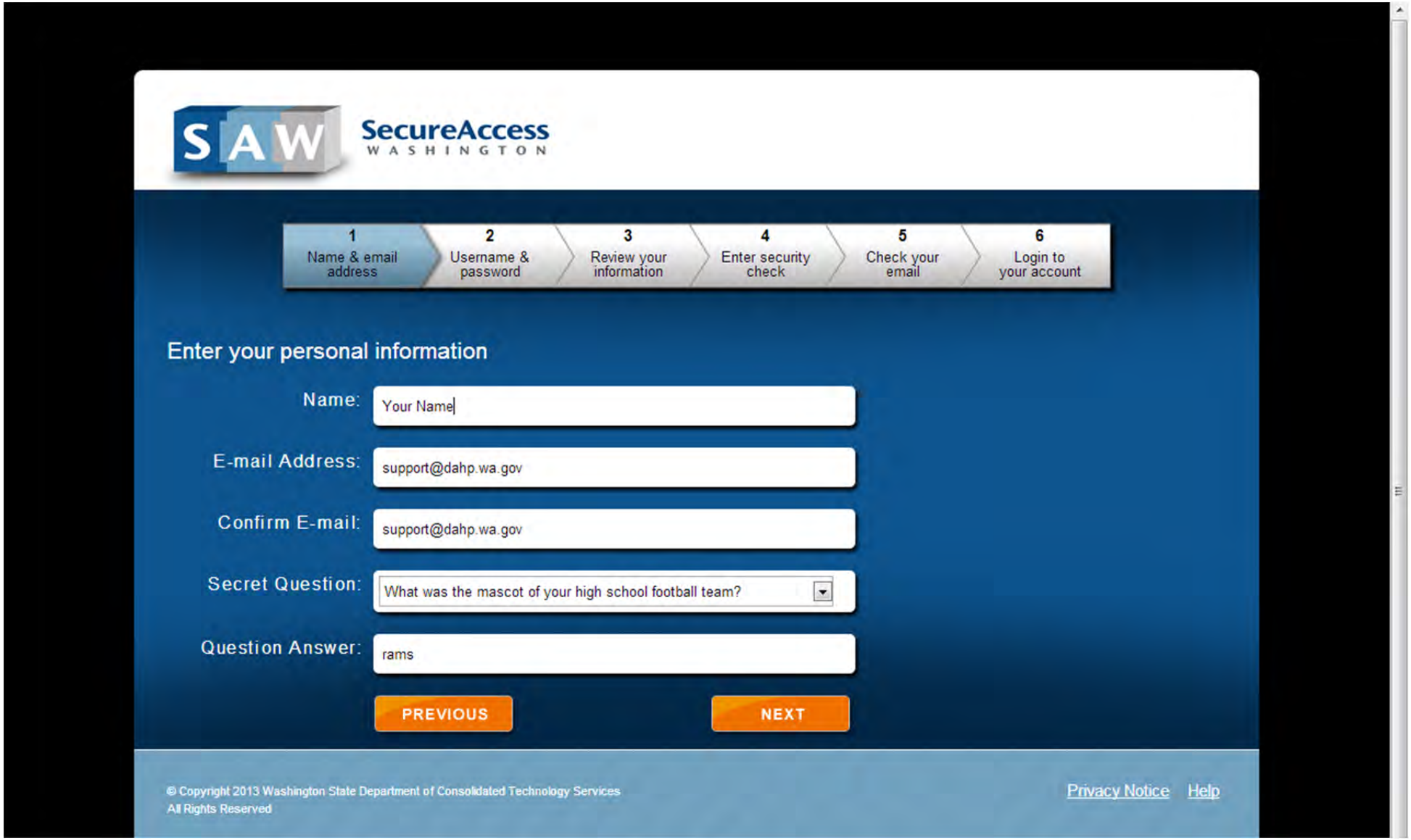
Click on “Create One” as circled in the screenshot.



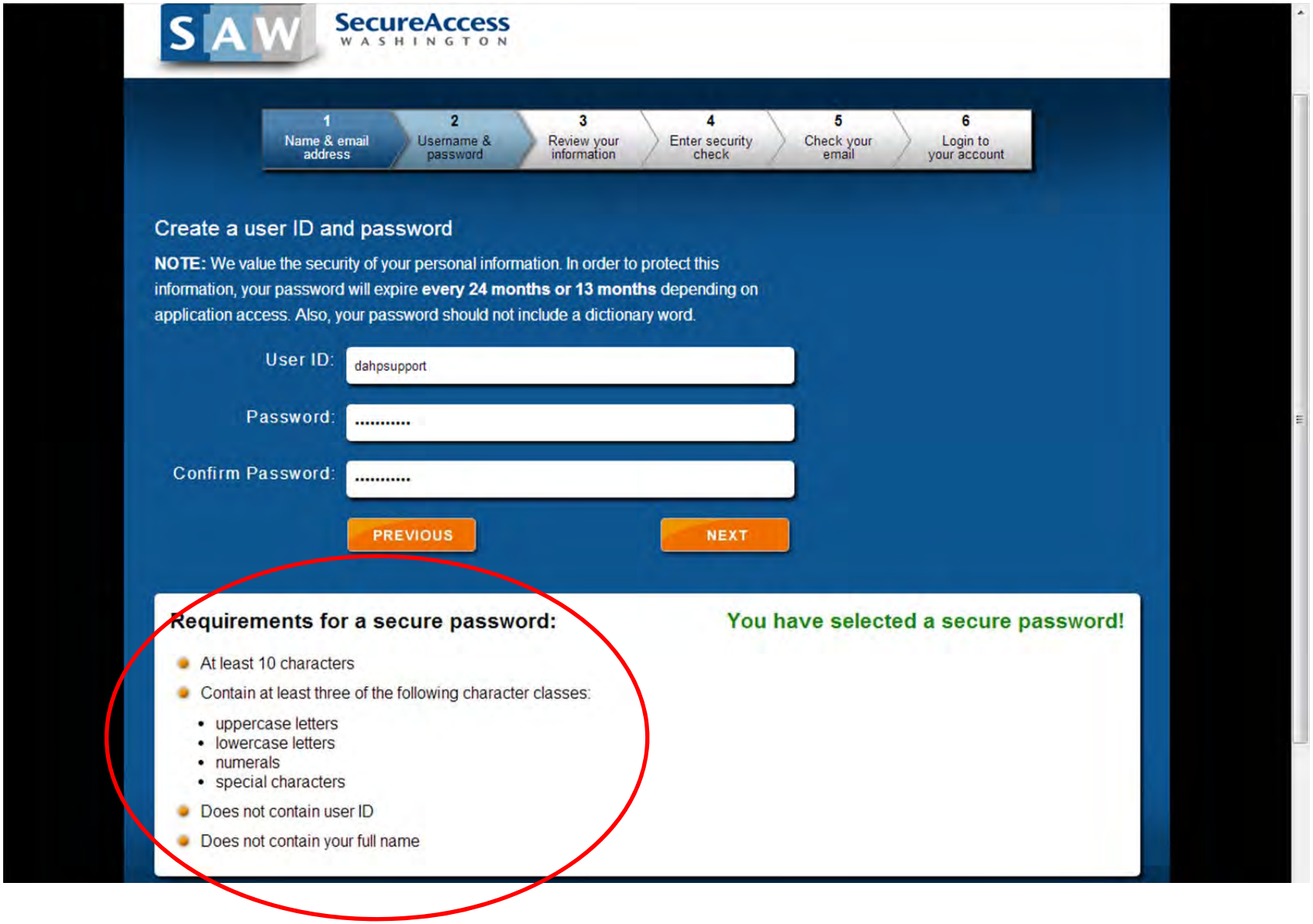
Click the Start Button



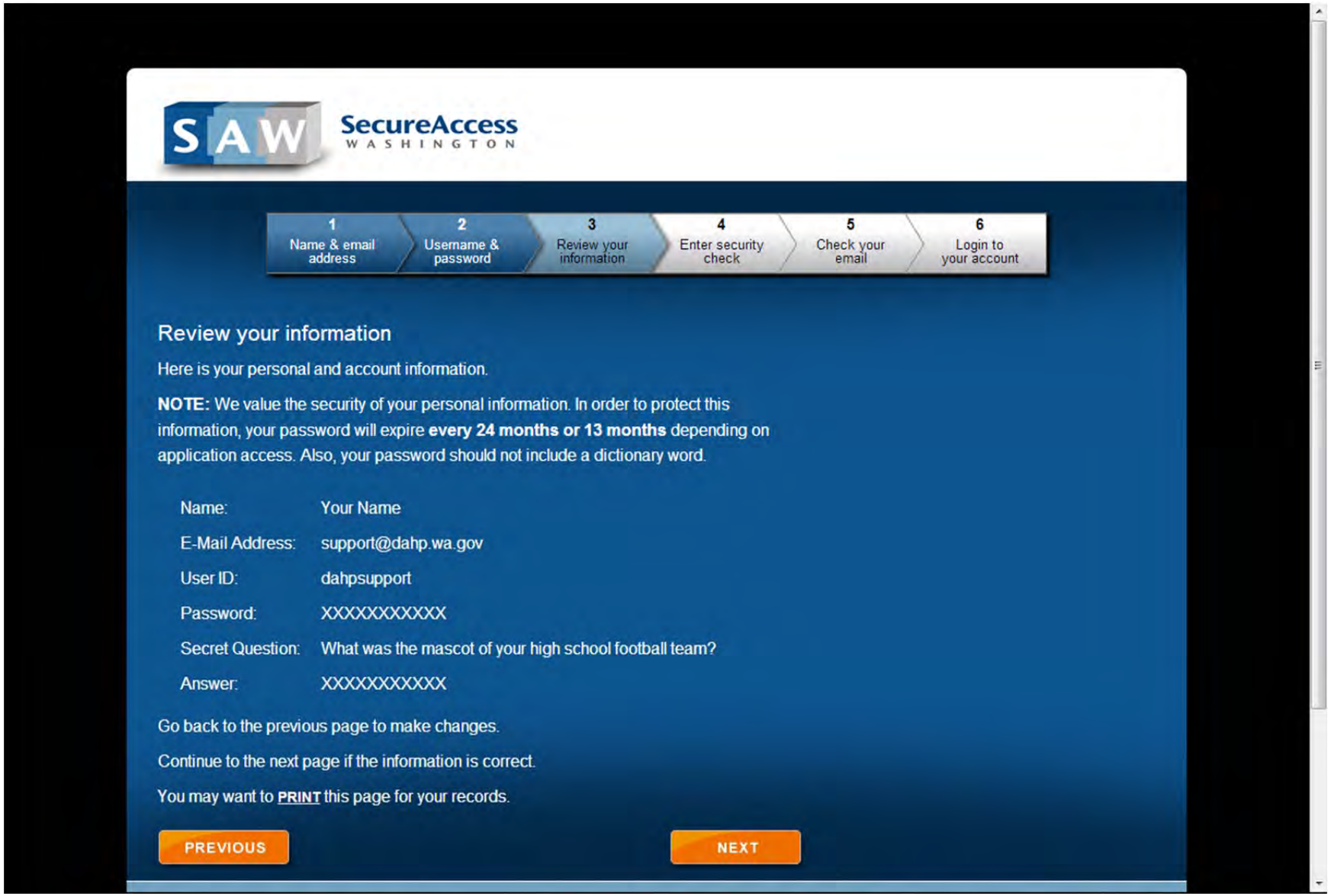
Fill in the information requested



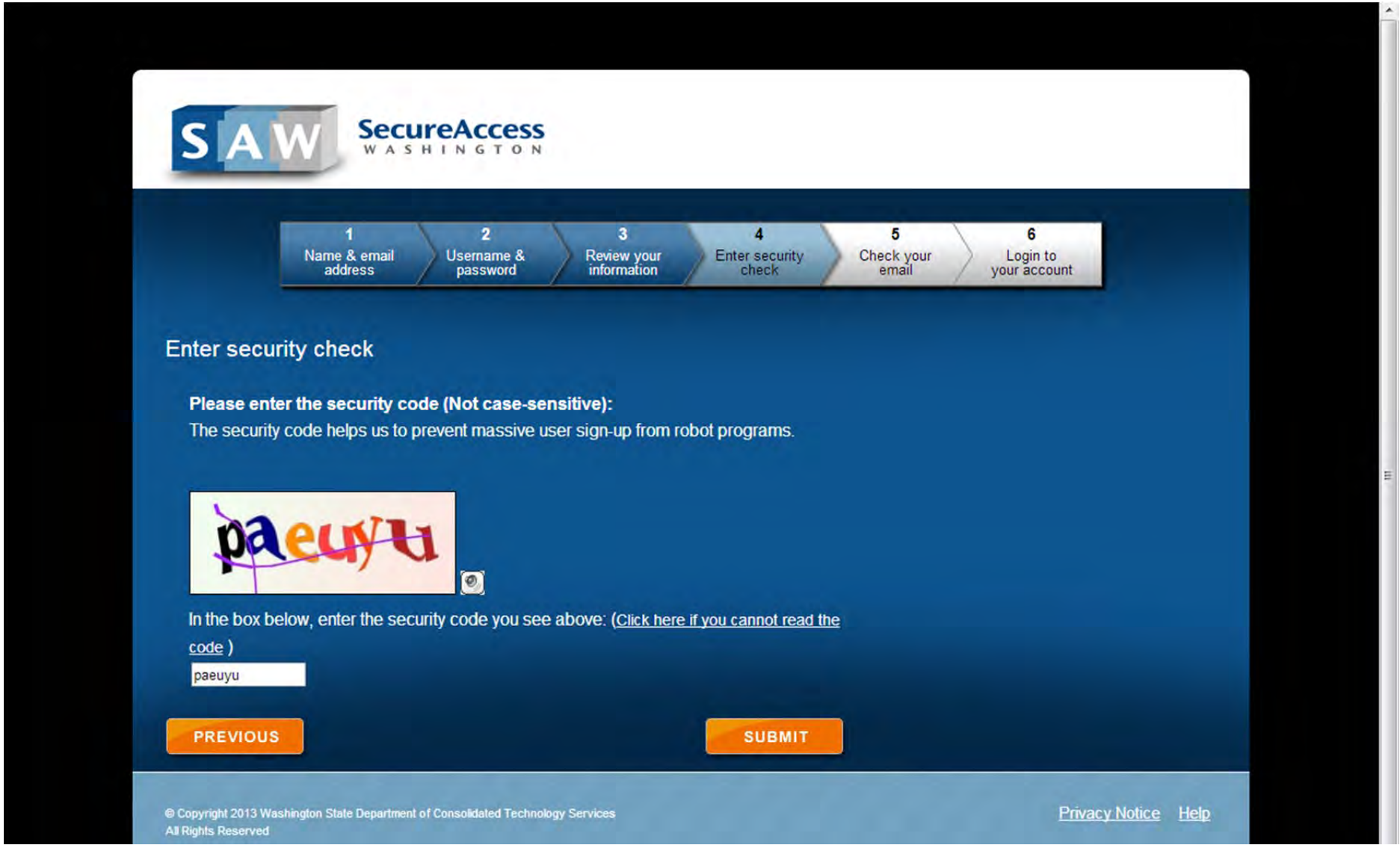
You will now need a username and password. Please note the requirements for a password. The system will not let you move on until you have met the requirements.



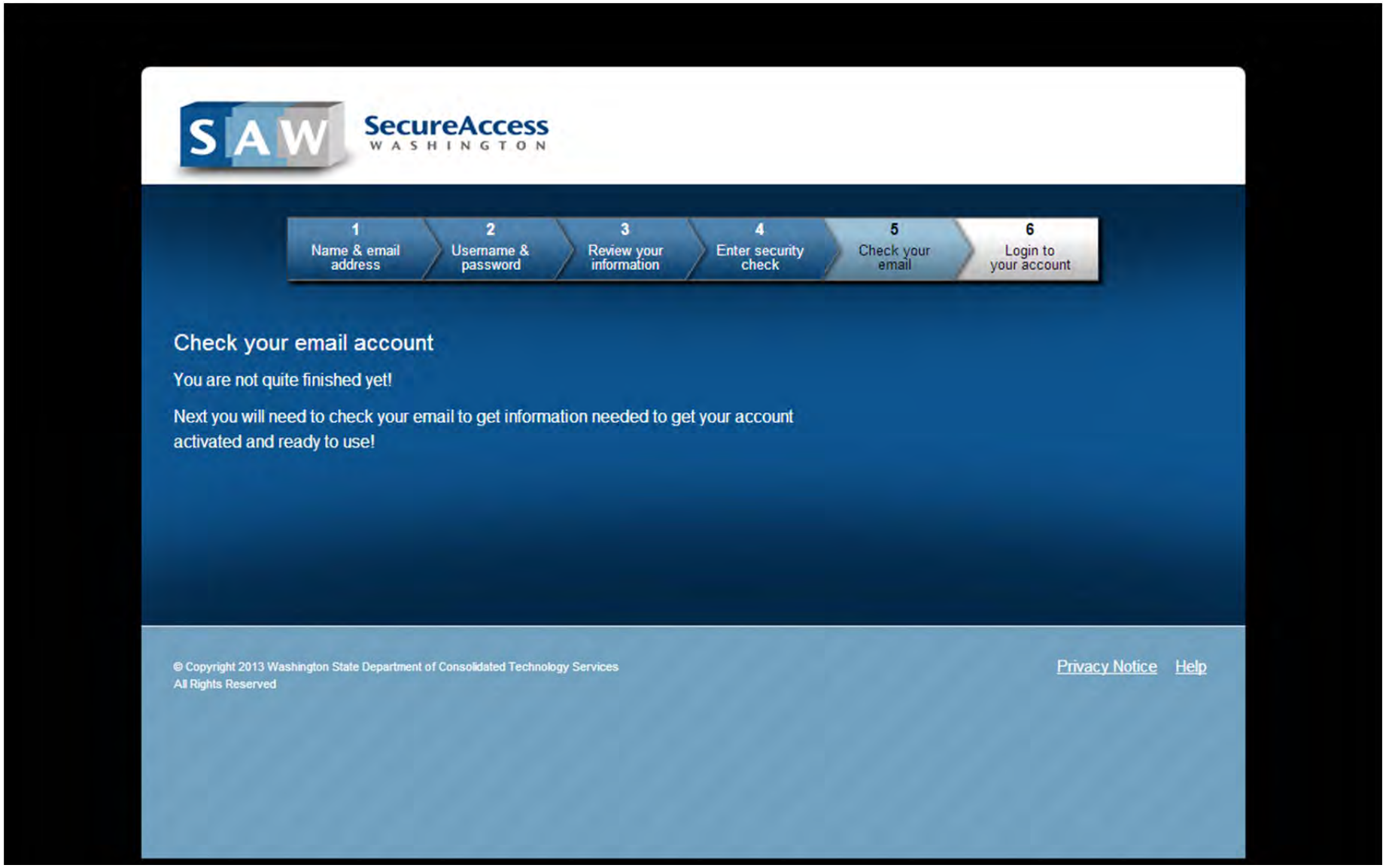
The system then asks you to review your information to make sure that the information is correct. If you need to make changes use the previous button to go back and make changes.



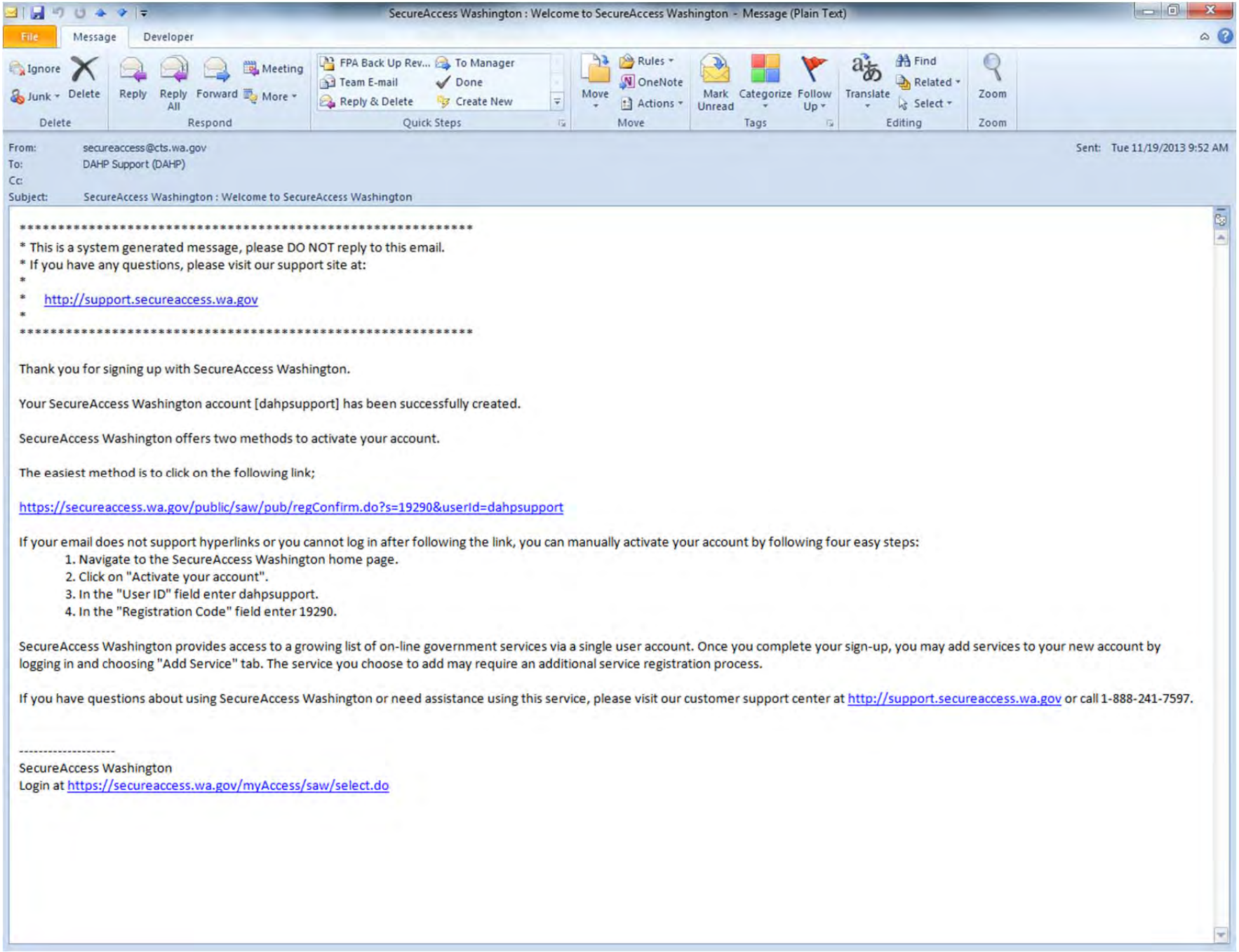
The system then wants you to verify you are a real person. Type the same thing in the box that you see in the picture.



Check your email for the activation email that will be sent by the system. Please note that these emails will occasionally go to your junk mail.



You will then receive this email. Click on the link to activate your account. If the link won't work follow the steps provided in the email.



SecureAccess Washington : Welcome to SecureAccess Washington - Message (Plain Text)

File | Message | Developer

Ignore | Junk | Delete | Reply | Reply All | Forward | Meeting | More | FPA Back Up Rev... | Team E-mail | Reply & Delete | To Manager | Done | Create New | Move | Rules | OneNote | Actions | Mark Unread | Categorize | Follow Up | Translate | Find | Related | Select | Zoom

From: secureaccess@cts.wa.gov
To: DAHP Support (DAHP)
Cc:
Subject: SecureAccess Washington : Welcome to SecureAccess Washington
Sent: Tue 11/19/2013 9:52 AM

****
* This is a system generated message, please DO NOT reply to this email.
* If you have any questions, please visit our support site at:
*
* http://support.secureaccess.wa.gov
*
****

Thank you for signing up with SecureAccess Washington.

Your SecureAccess Washington account [dahpsupport] has been successfully created.

SecureAccess Washington offers two methods to activate your account.

The easiest method is to click on the following link;

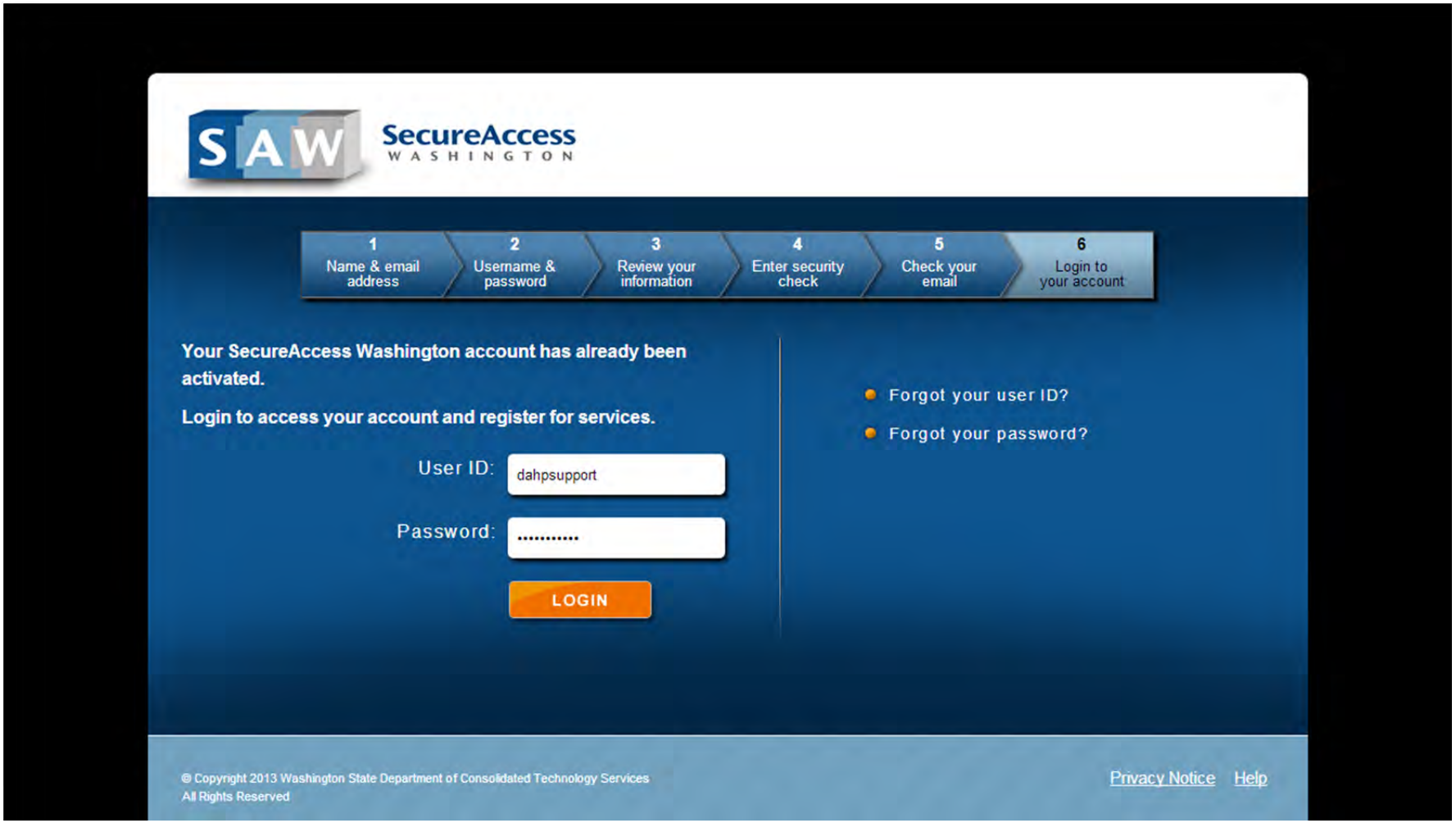
https://secureaccess.wa.gov/public/saw/pub/regConfirm.do?s=19290&userId=dahpsupport

If your email does not support hyperlinks or you cannot log in after following the link, you can manually activate your account by following four easy steps:

1. Navigate to the SecureAccess Washington home page.
2. Click on "Activate your account".
3. In the "User ID" field enter dahpsupport.
4. In the "Registration Code" field enter 19290.

SecureAccess Washington provides access to a growing list of on-line government services via a single user account. Once you complete your sign-up, you may add services to your new account by logging in and choosing "Add Service" tab. The service you choose to add may require an additional service registration process.

If you have questions about using SecureAccess Washington or need assistance using this service, please visit our customer support center at http://support.secureaccess.wa.gov or call 1-888-241-7597.

SecureAccess Washington
Login at https://secureaccess.wa.gov/myAccess/saw/select.do

Your account should now be active and you will be prompted to log in. **Please note that this does not finish your application process. Please see the tutorials for "Requesting Access to the Washington Information System for Architectural and Archaeological Records Data (WISAARD) Application" and/or "Requesting Access to the Historic Property Inventory (HPI) Application" depending on the service(s) that you need.**