



# Logging into SharePoint on a Federal or State Computer

It's the Same

**Step 1:** Get or ensure you have an @dmva.state.co.us Microsoft Account. If you need one reach out to it@dmva.state.co.us.

**Step 2:** Ensure you have the Microsoft Authenticator App on your phone and are logged in with your @dmva.state.co.us account.

**Step 3:** Visit <https://dmvacolorado.sharepoint.com/>

**Step 4:** Login using your **USERNAME** and **NOT** your email address.

This should be [FirstINITIALLastName@dmva.state.gov](mailto:FirstINITIALLastName@dmva.state.gov) (your email address is [firstNAME.LastName@dmva.colorado.gov](mailto:firstNAME.LastName@dmva.colorado.gov), note the difference between [MMouse@dmva.state.co.us](mailto:MMouse@dmva.state.co.us) vs [Mickey.Mouse@dmva.state.co.us](mailto:Mickey.Mouse@dmva.state.co.us), for example).


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## Sign in

Login name plus @dmva.state.co.us

[Can't access your account?](#)

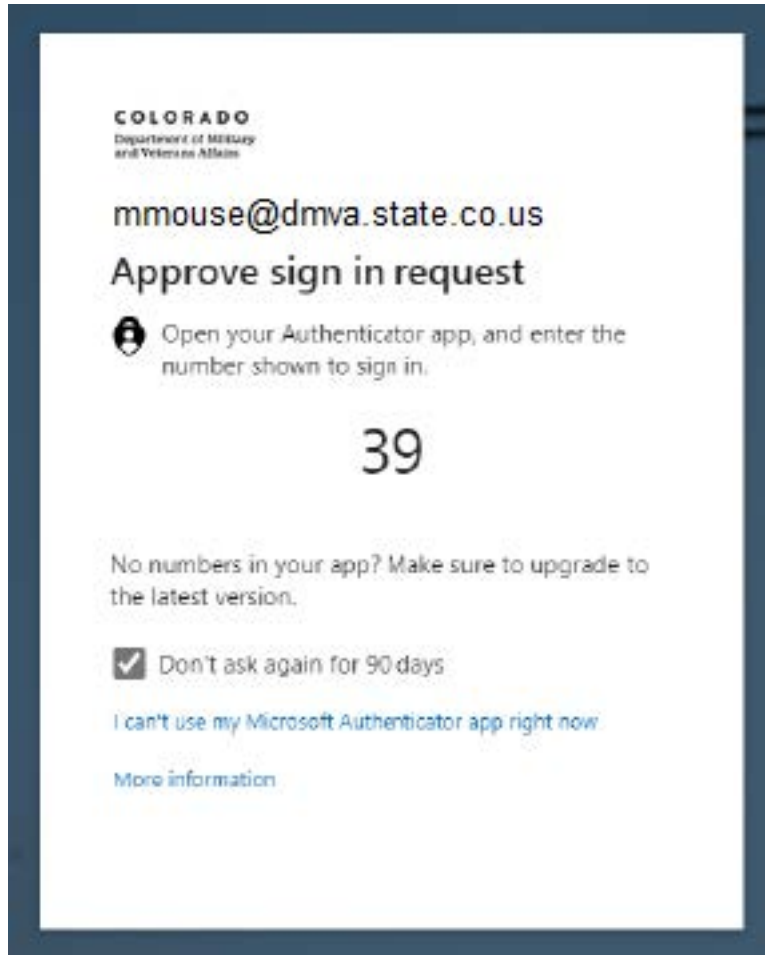
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 Sign-in options



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**Step 5:** If prompted, open the Microsoft Authenticator App and submit the code or confirm the number on the screen.



**Step 6:** If prompted, check that your information is up-to-date (email and phone number).