



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.co.us (your email address is firstNAME.LastName@dmva.state.co.us, note the difference between MMouse@dmva.state.co.us vs Mickey.Mouse@dmva.state.co.us, for example).

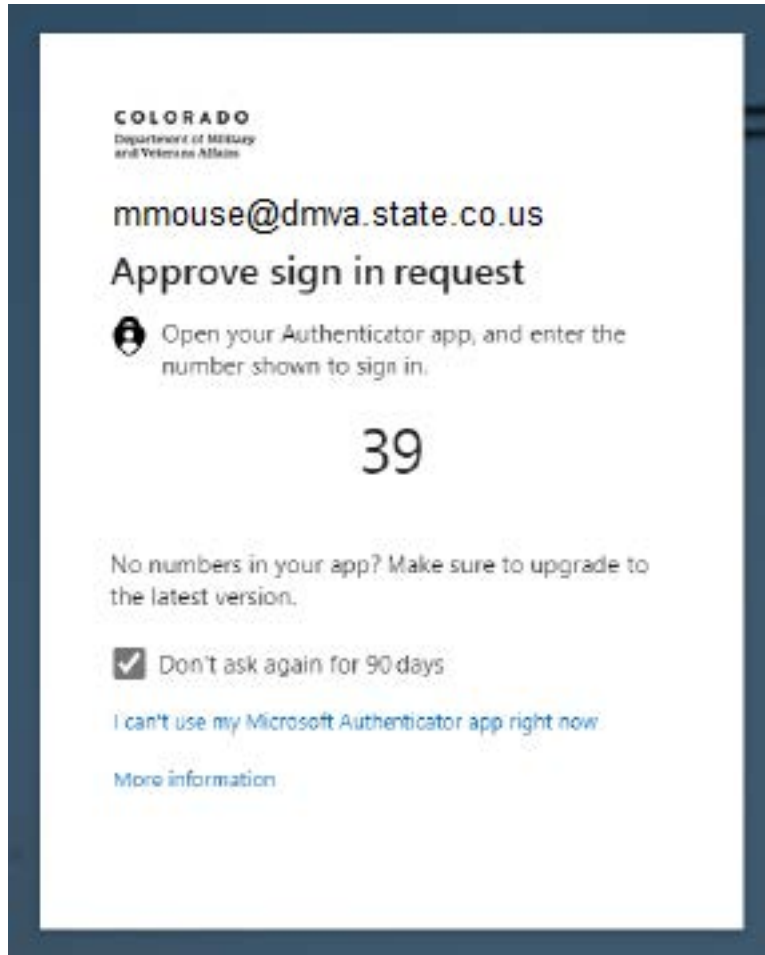
The screenshot shows a sign-in page with the following elements:

- Logo: COLORADO Department of Military and Veterans Affairs
- Section: Sign in
- Input field: Login name plus @dmva.state.co.us
- Link: Can't access your account?
- Buttons: Back (grey), Next (blue)
- Footer: Sign-in options (with a key icon)



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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).