

# NAVIGATE

## Create Login for Navigate for Business

STEP BY STEP GUIDE

**STEP 1** Go to **Navigate for Business**. Click **“Sign Up”**.



**STEP 2** Type your **name**, first and last.

Create an Account	Password	Phone Number
Name * Required	Password * Required	Type * Required
Email Required	Confirm Password * Required	
Verify Email	Passwords cannot be reused	

**STEP 3** Type your **email**. Click **“Verify Email”**.

Use the code that is sent to your email to verify your account.

Create an Account	Password	Phone Number
Name * Required	Password * Required	Type * Required
Email * Required	Confirm Password * Required	
Verify Email	Passwords cannot be reused Minimum 10 characters Passwords must contain both letters and numbers Passwords must contain both uppercase and lowercase letters	

**STEP 4** Review the Password instructions and **input the password** of your choice. **Type again** to confirm it.

<h3>Create an Account</h3> <p>Name <input type="text" value="Jane Doe"/></p> <p>Email <input type="text" value="serviceoktraining@gmail.com"/></p> <p><input checked="" type="checkbox"/> <b>Email has been verified</b></p>	<h3>Password</h3> <p>Password * <input type="password" value="Required"/></p> <p>Confirm Password * <input type="password" value="Required"/></p> <p>Passwords cannot be reused</p> <p>Minimum 10 characters</p> <p>Passwords must contain both letters and numbers</p> <p>Passwords must contain both uppercase and lowercase letters</p> <p>Passwords must contain special characters</p>	<h3>Phone Number</h3> <p>Type * <input type="text" value="Required"/></p>
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**STEP 5** Select the **"Type"** of phone number you have and input your **phone number**.

<h3>Create an Account</h3> <p>Name <input type="text" value="Jane Doe"/></p> <p>Email <input type="text" value="serviceoktraining@gmail.com"/></p> <p><input checked="" type="checkbox"/> <b>Email has been verified</b></p>	<h3>Password</h3> <p>Password <input type="password" value="....."/></p> <p>Confirm Password <input type="password" value="....."/></p> <p>Passwords cannot be reused</p> <p>Minimum 10 characters</p> <p>Passwords must contain both letters and numbers</p> <p>Passwords must contain both uppercase and lowercase letters</p>	<h3>Phone Number</h3> <p>Type <input type="text" value="Business Phone"/></p> <p>Phone Number <input type="text" value="(555) 555-5555"/></p> <p>Extension <input type="text"/></p> <p>+1 (555) 555-5555</p> <p><a href="#">Add a secondary phone</a></p>
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**STEP 6** Click **"Next"**.

<h3>Create an Account</h3> <p>Name <input type="text" value="Jane Doe"/></p> <p>Email <input type="text" value="serviceoktraining@gmail.com"/></p> <p><input checked="" type="checkbox"/> <b>Email has been verified</b></p>	<h3>Password</h3> <p>Password <input type="password" value="....."/></p> <p>Confirm Password <input type="password" value="....."/></p> <p>Passwords cannot be reused</p> <p>Minimum 10 characters</p> <p>Passwords must contain both letters and numbers</p> <p>Passwords must contain both uppercase and lowercase letters</p> <p>Passwords must contain special characters</p>	<h3>Phone Number</h3> <p>Type <input type="text" value="Business Phone"/></p> <p>Phone Number <input type="text" value="(555) 555-5555"/></p> <p>Extension <input type="text"/></p> <p>+1 (555) 555-5555</p> <p><a href="#">Add a secondary phone</a></p>
<p><input type="button" value="Cancel"/> <input type="button" value="Previous"/> <input checked="" type="button" value="Next"/> <input type="button" value="Next"/></p>		

**STEP 7** Select a **security question** and **type your answer twice** to confirm it. Click **“Next”**.

**Security Questions**

To protect your account, these security questions will allow you to reset your password in the future if you forget it. Please select one or more questions and provide the answers for them. Choose questions you will remember and are difficult to guess.

Security Question \*  
Required

Answer \*  
Required

Confirm Answer \*  
Required

+ Add another question

**STEP 8** All Navigate for Business profiles must have two-step verification set up. **Select your preferred method of authentication.**

For this example, we will use an email. Click **“Add an email”**. Type in the **email address** and then **input the security code** you received. Click **“Confirm”**.

**Protect your Navigate for Business profile with two-step verification**

Two-step verification is required to further protect your Navigate for Business profile. Once we have it setup you'll be asked to provide one of these methods to verify your identity each time you log in.

Disable two-step verification in development environments only.

- Passkeys** No passkeys Add a passkey >  
Sign in without a password using your fingerprint, face, or PIN
- Authentication App** No authentication app Set up an authentication app >  
Use an authentication app to generate a security code
- Phones** No phones Add a phone >  
Receive a security code by text message
- Emails** No emails Add an email >  
Receive a security code by email

**STEP 9** Click **“Submit”**. The account has been created!

Click **“Log In”** on the Navigte for Business homepage to access your account.

Cancel Previous Submit

If you have any questions on this process,  
reach out to **dealersupport@service.ok.gov**