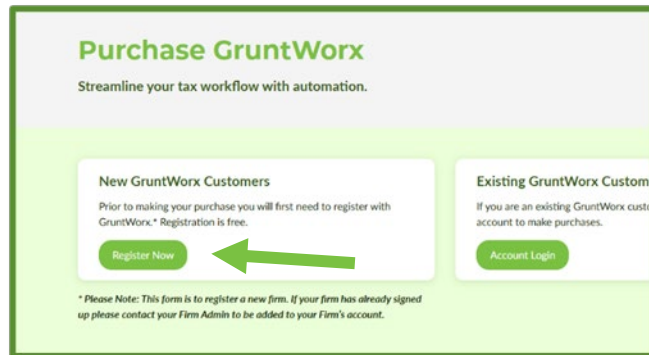


How to create your GruntWorx account

1. Select **Purchase Now!** from the [GruntWorx website](#) to create your GruntWorx account



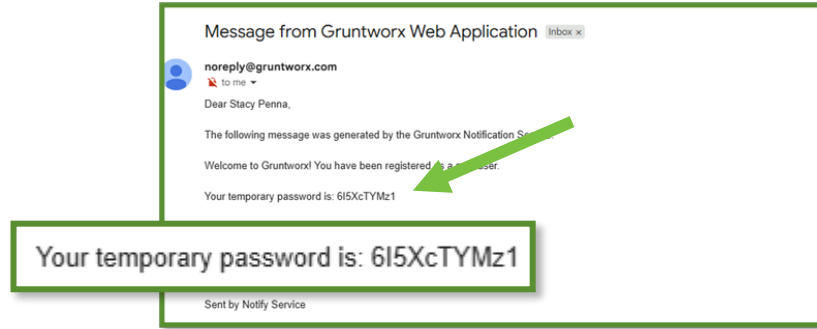
2. Select **Register Now** under *New GruntWorx Customers* to create an account



3. Enter your information and select **SUBMIT REGISTRATION**

A screenshot of the GruntWorx registration form. The form is titled 'About your firm' and contains several fields for firm information, including 'Tax Software', 'Firm Name', 'Firm Phone', 'Address 1', 'Address 2', 'City', 'State', and 'Zip Code'. There are also dropdown menus for 'How many 1040s does your firm prepare annually?' and 'How did you hear about us?'. Below these fields is a 'Please Note' section. The form also includes a section titled 'About you' with fields for 'E Mail', 'First Name', 'Last Name', and 'SMS/text phone'. At the bottom of the form, there are two buttons: 'CANCEL' and 'SUBMIT REGISTRATION'. A green arrow points to the 'SUBMIT REGISTRATION' button.

4. Check your email for your temporary password



5. Return to the GruntWorx website and select **Sign In**



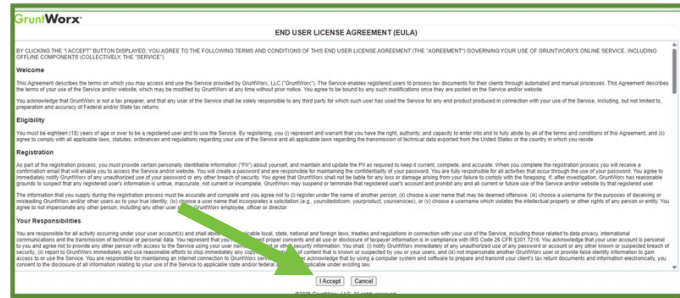
6. Enter your *Email Address* and your *Temporary Password* then select **Login**



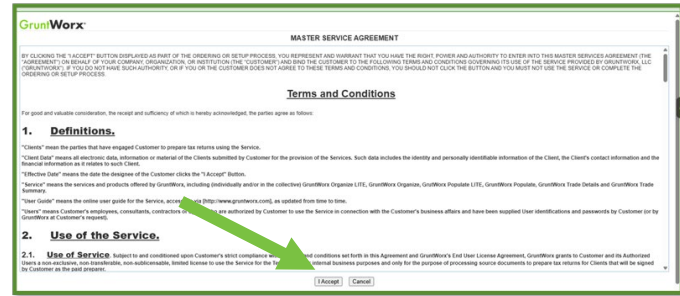
7. Reset your password by entering a new password in both the *New Password* and *Confirm Password* fields, then select **Submit**



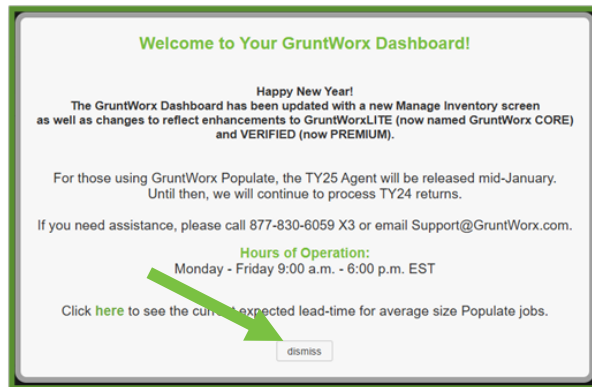
8. Read the **END USER LICENSE AGREEMENT (EULA)** and select **I Accept to continue**



9. Read the **MASTER SERVICE AGREEMENT** and select **I Accept to continue**



10. Read the **Welcome screen** and select **dismiss** to continue



11. Your **GruntWorx Dashboard** will open



To access your GruntWorx account once it is created, repeat Steps #5 and #6 using your updated password.

Thank you for creating your GruntWorx account!

For resources to get started, visit the [GruntWorx Learning Hub](#).

