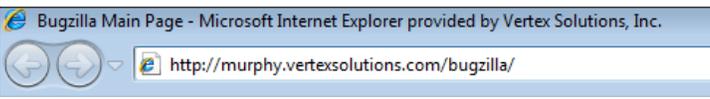
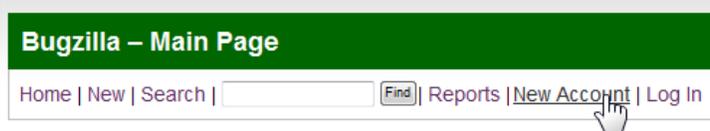
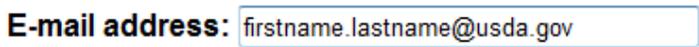
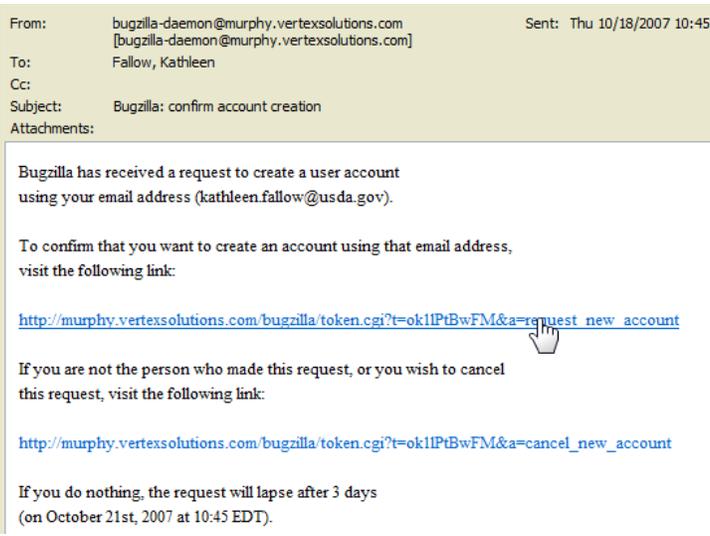


Creating a Bugzilla Account

To create a Bugzilla account, all you need to do is to enter a legitimate e-mail address. You will receive an email at this address to confirm the creation of your account. You will not be able to log in until you receive the email. If it doesn't arrive within a reasonable amount of time, you can contact TeamAgLearn@usda.gov.

Step	Activity	View
1.	Enter the Bugzilla site at http://murphy.vertexsolutions.com/bugzilla/ .	
2.	Click New Account .	
3.	In the E-mail address box, enter your full USDA email address.	
4.	Click Send .	
5.	Bugzilla confirms your request and informs you that an email containing the Bugzilla login URL has been sent to you. Note: You must take action within 3 days of receiving the email or your request will be cancelled and you will have to repeat the process.	
6.	Check your email for your Bugzilla account confirmation. Click the link provided to confirm that you want to create an account. Note: The email will come from bugzilla@vertexsolutions.com with a subject line of Bugzilla: confirm account creation .	

Creating a Bugzilla Account

- 7. Bugzilla notes that you must complete the account creation in three days or the account will automatically be cancelled.

Home | New | Search | Find | Reports | Requests | New Account | Log In

To complete the creation of your user account, you must choose a password in the form below. You can also enter your real name, which is optional.

If you don't fill this form before [November 5th, 2007 at 17:18 EST](#), the creation of this account will be automatically canceled.

Email Address: kathy.fallow@usda.com

Real Name:

Type your password:

Re-type your password:

Send

- 8. Enter your full name in the Real Name box, then type and re-type a password. Click Send to create the account.

If you don't fill this form before [November 5th, 2007 at 17:18 EST](#), the creation of this account will be automatically canceled.

Email Address: kathy.fallow@usda.com

Real Name:

Type your password:

Re-type your password:

Send

- 9. Bugzilla confirms that your account has been created and provides a link to the Login page. Click the **Log In** link.

Bugzilla – User kathy.fallow@gmail.com created

Home | New | Search | Find | Reports | Requests | New Account | Log In

A new user account kathy.fallow@gmail.com has been created successfully. You can now go to the [Log In](#) page to enter this Bugzilla installation.

Actions: Home | New | Search | Find | Reports | Requests | New Account | Log In

- 1. Enter your **Login** (this is your USDA email address that you used to create the account) and your **Password**.

Login:

Password:

- 2. Click **Login**.

Log in