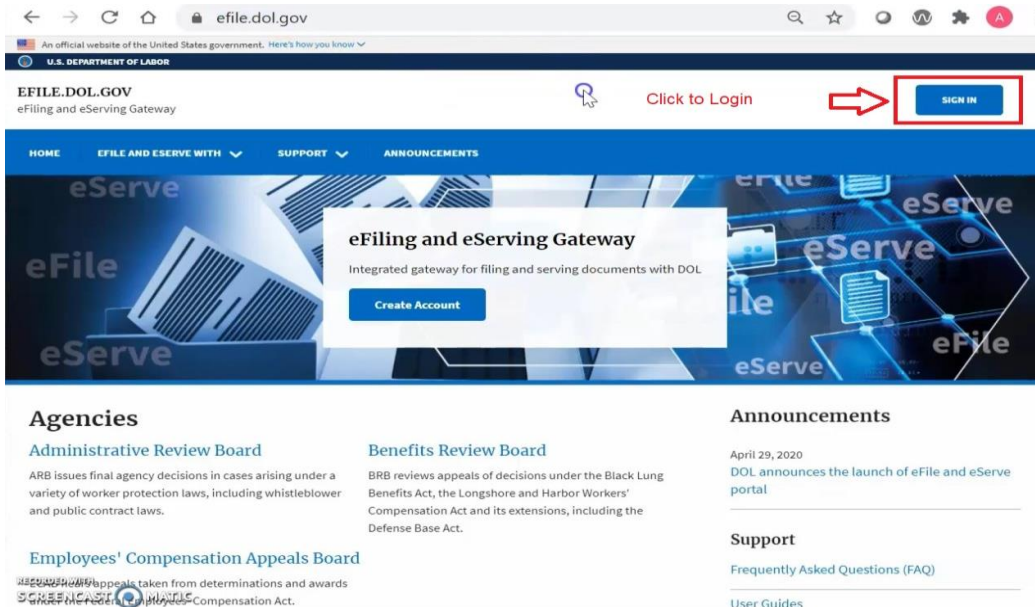




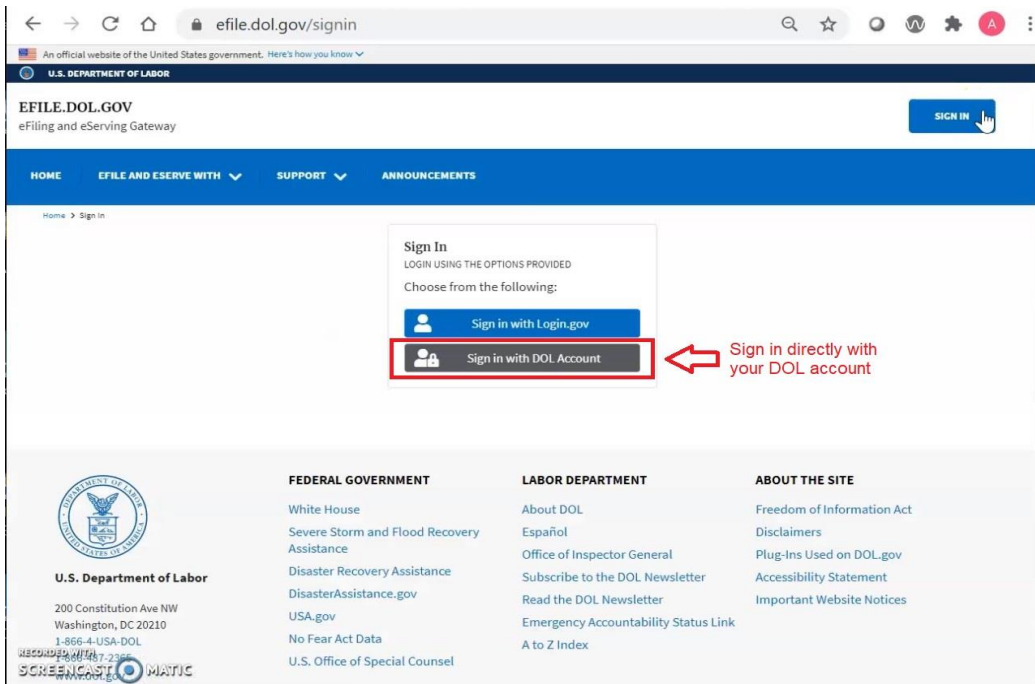
eFile and eServe

HOW DO YOU LOGIN TO EFILE AND ESERVE SITE USING DOL ACCOUNT?

1. Go to <https://efile.dol.gov/> and click on the “Sign In” button.



2. Click on “Sign in with DOL Account” button.





eFile and eServe

3. Terms of Service will be displayed with buttons Accept and Cancel. Click on the Accept button.

The screenshot shows the eFILE.DOL.GOV dashboard. At the top, there is a navigation bar with 'HOME' and 'SUPPORT' links. Below this, a 'TERMS OF SERVICE' dialog box is displayed. The dialog box contains the following text: "You are accessing a U.S. Government information system that is owned and operated by the Department of Labor. THERE IS NO EXPECTATION OF PRIVACY WHEN ACCESSING THIS SYSTEM. The Department of Labor information systems are provided for the processing of official U.S. Government information only, and are therefore, owned by the Department of Labor. Authorized users are responsible for the proper handling of the Government data equipment and resources which they access. USE OF THIS SYSTEM BY ANY USER AUTHORIZED OR". Below the text are two buttons: 'Accept' (highlighted with a red box and a red arrow) and 'Cancel'. The footer of the page contains links for 'FEDERAL GOVERNMENT', 'LABOR DEPARTMENT', and 'ABOUT THE SITE'.



eFile and eServe

4. If the user is logged in for the first time, the user will be directed to my profile page to set up their profile.

The screenshot shows the 'My Profile' page on the eFile.DOL.GOV website. The browser address bar shows 'efile.dol.gov/dashboard/user-profile'. The page header includes the logo and text 'EFILE.DOL.GOV eFiling and eServing Gateway'. A red notification banner states: 'The first login will navigate to the User Profile page. This page needs to be setup first before continuing with the site'. Navigation buttons for 'SAPNA GEORGE' and 'LOGOUT' are visible. The main content area has a blue header with 'HOME' and 'SUPPORT' links. Below this is a breadcrumb trail: 'Home > Dashboard > My Account > My Profile'. The 'My Profile' section contains several form fields: 'First Name *' (Sapna), 'Middle Name' (Elizabeth), 'Last Name *' (George), 'Suffix' (empty), 'Organization' (Dept of Labor, OCIO), and 'Country *' (dropdown menu). A yellow circle highlights the cursor over the 'Middle Name' field. A 'Help' link is located to the right of the 'First Name' field. A watermark 'RECORDED WITH SCREENCAST-O-MATIC' is visible at the bottom left.

The screenshot shows the lower portion of the 'My Profile' page. It includes a 'Time Zone' dropdown menu set to 'America/New York'. Below are input fields for 'Main Phone Number' and 'Mobile Phone Number', each with a note: 'International phone number formats are supported'. The 'Email Address' field is redacted with a red bar and has a note: 'This is the email used to login to the system. You cannot edit/change this value.' There is a checkbox for 'I am an attorney' which is currently unchecked. A 'Terms & Conditions of Use' section contains a scrollable text area with the following text: 'This system is solely for the use of parties with cases pending before the Adjudicatory Boards (ARB, BRB, and ECAB) of the U.S. Department of Labor (DOL). DOL reserves the right, in their sole discretion, to modify, alter or otherwise update these Terms and Conditions of'. At the bottom are 'Save' and 'Cancel' buttons. A 'Scroll to Top' link is at the bottom right. A watermark 'RECORDED WITH SCREENCAST-O-MATIC' is visible at the bottom left.