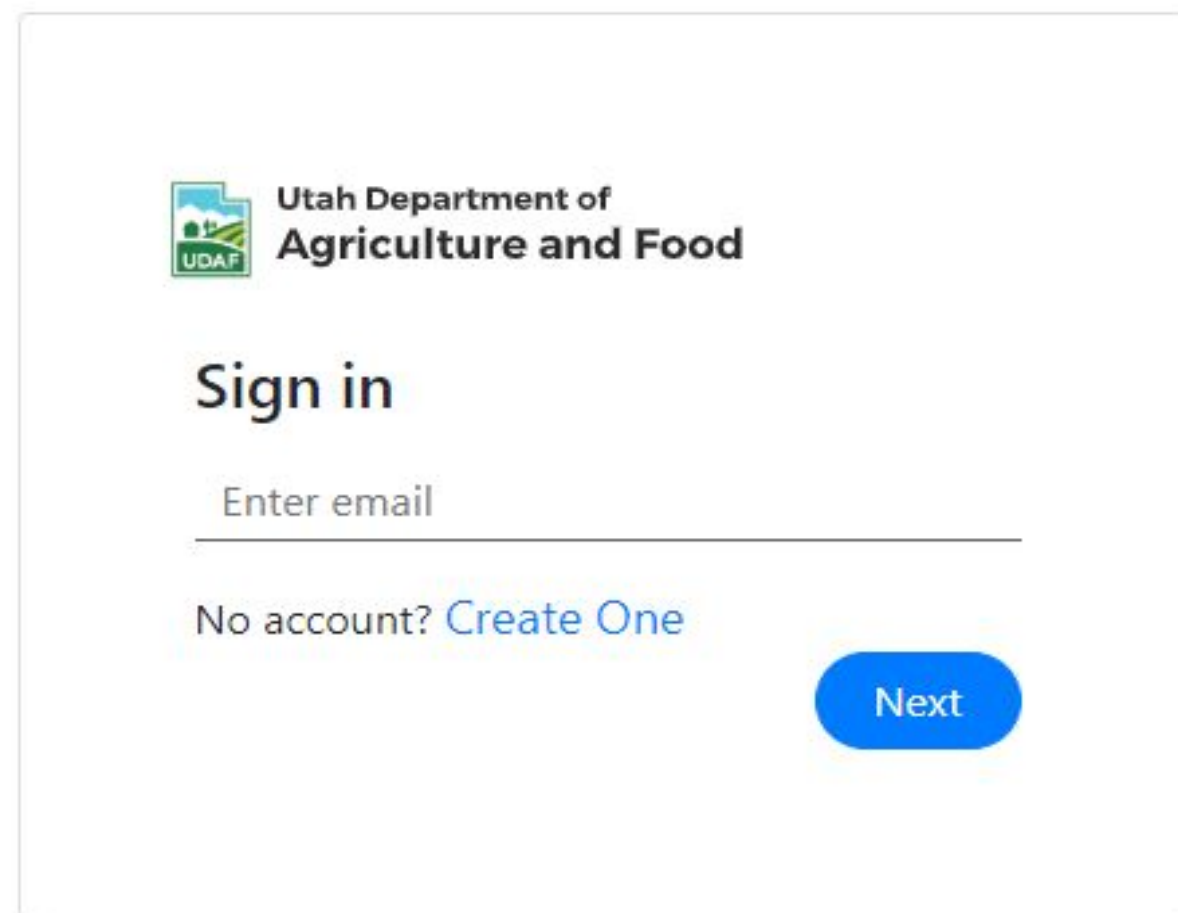



How to Create a DigitalDesk Account

Go to the following website:

pesticidetesting.utah.gov

DigitalDesk



 Utah Department of
Agriculture and Food

Sign in

Enter email

No account? [Create One](#)

Next

Welcome to Pesticide Testing Portal

On this site, you can access all the resources required for licensing and certification, like pesticide category manuals, resource materials, and pesticide exams.

If you do not have a login, please click the link "Create One". If you have difficulty creating your account, please follow the instructions found [here](#).

Click on the "Create One" link.

DigitalDesk



Utah Department of
Agriculture and Food

Create account

Enter Email

Next

Welcome to Pesticide Testing Portal

On this site, you can access all the resources required for licensing and certification, like pesticide category manuals, resource materials, and pesticide exams.

If you do not have a login, please click the link "Create One". If you have difficulty creating your account, please follow the instructions found [here](#).

**Enter your personal email address, not a work email address.
You will need access to this email if your work changes.**


DigitalDesk

Email Verification link has been sent . Please verify you email before creating the account

Go to your personal email account, locate the email from “UDAF Testing Center”, and click on the link.


DigitalDesk

Your suggested username for this account is: ×



Utah Department of
Agriculture and Food

Create Password

Password 

[Next](#)

Create your password.

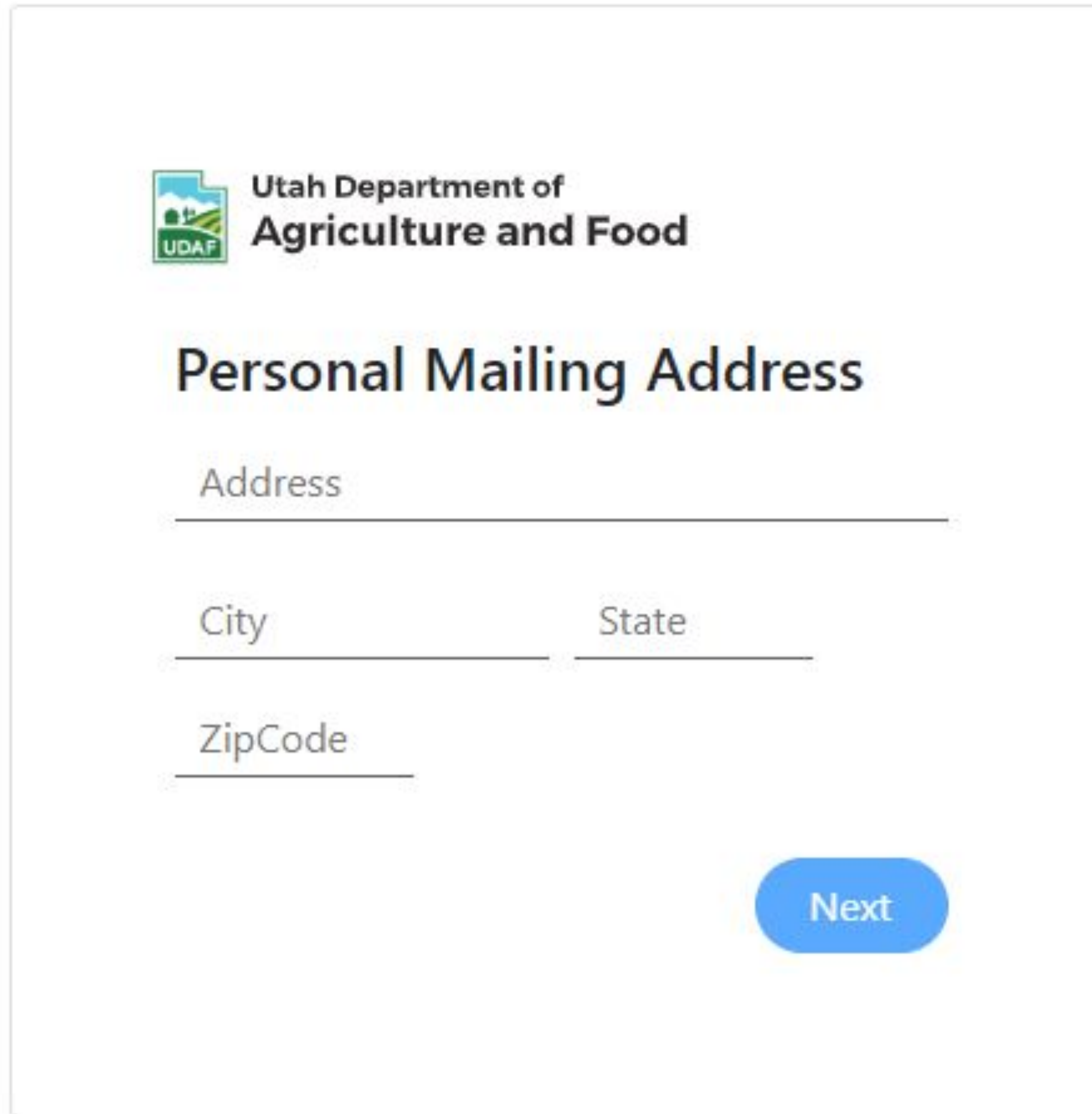
DigitalDesk

The screenshot shows a registration form for the Utah Department of Agriculture and Food (UDAF). At the top left is the UDAF logo, which consists of a green square with a white outline of a mountain and a field, and the letters 'UDAF' below it. To the right of the logo is the text 'Utah Department of Agriculture and Food'. Below the logo and text is the heading 'What's your name'. Under this heading are three text input fields: 'First Name', 'Middle Name', and 'Last Name'. Below these fields is the heading 'Date Of Birth', followed by a date input field with the placeholder text 'mm/dd/yyyy' and a calendar icon on the right. At the bottom right of the form is a blue button with the text 'Next'.

Enter your name and birthdate to begin your account.

This is the name that will be used on your applicator license, and it must be the same name as it appears on your valid government issued identification.

DigitalDesk



The screenshot shows a web form for entering personal mailing address information. At the top left is the UDAF logo, which consists of a green square with a white outline of Utah and the letters 'UDAF' below it. To the right of the logo is the text 'Utah Department of Agriculture and Food'. Below this is the title 'Personal Mailing Address'. The form contains three input fields: a long horizontal field for 'Address', a shorter horizontal field for 'City' followed by a shorter horizontal field for 'State', and a horizontal field for 'ZipCode'. At the bottom right of the form is a blue rounded rectangular button with the text 'Next' in white.

Enter your personal mailing address information. All of the information you are asked to complete is what UDAF staff uses for your applicator license. Any information that is incorrect or missing may cause delays in your license being issued.

DigitalDesk



Primary Mobile Phone Number

###-###-####



Personal License Number

###-###-####

Business Phone Number

###-###-####

Business License Number

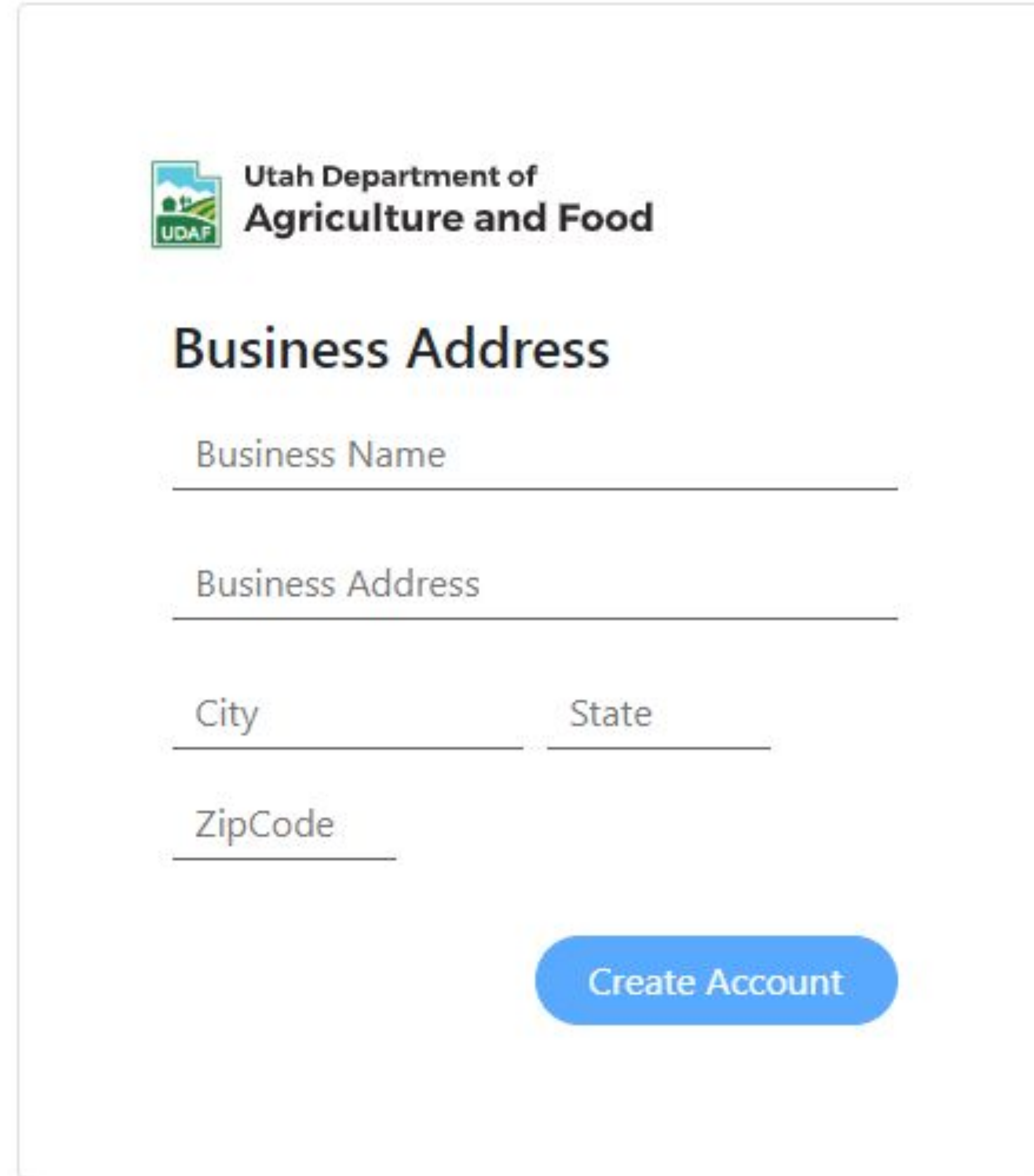
License Number

Next

Enter your personal phone number and your personal pesticide applicator license number. If you do not have a license, leave this area blank.

Enter your business phone number and your business license number. If you do not have this information, leave this area blank.

DigitalDesk



The screenshot shows a web form for the Utah Department of Agriculture and Food (UDAF). At the top left is the UDAF logo, which consists of a green square with a white outline of the state of Utah and the letters 'UDAF' below it. To the right of the logo is the text 'Utah Department of Agriculture and Food'. Below this is the section title 'Business Address'. The form contains four input fields: 'Business Name', 'Business Address', 'City', and 'State' (which is a dropdown menu), and 'ZipCode'. At the bottom right of the form is a blue button with the text 'Create Account'.

Enter your business or employer information.

Commercial Applicators: This is where your applicator license will be sent.

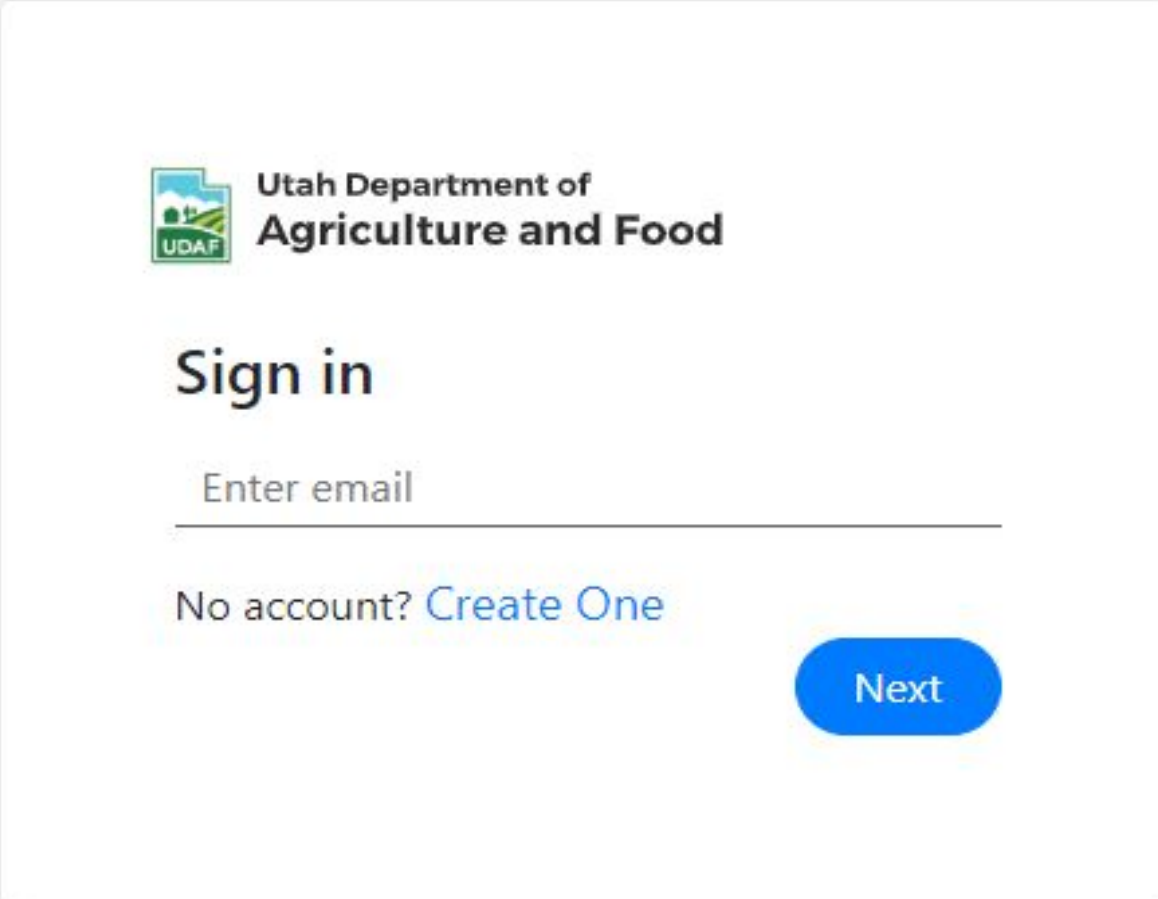
If you do not have this information, leave this area blank.

DigitalDesk

Your account has been successfully created. Please Sign In!

When you receive this message, go back to the “Sign In” screen.

DigitalDesk



The screenshot shows a sign-in form for the Utah Department of Agriculture and Food (UDAF). At the top left is the UDAF logo, which includes a stylized green and blue icon of a field and a barn, followed by the text "Utah Department of Agriculture and Food". Below the logo is the heading "Sign in". Underneath is a text input field with the placeholder text "Enter email". Below the input field is a link that says "No account? [Create One](#)". At the bottom right of the form is a blue button with the text "Next".

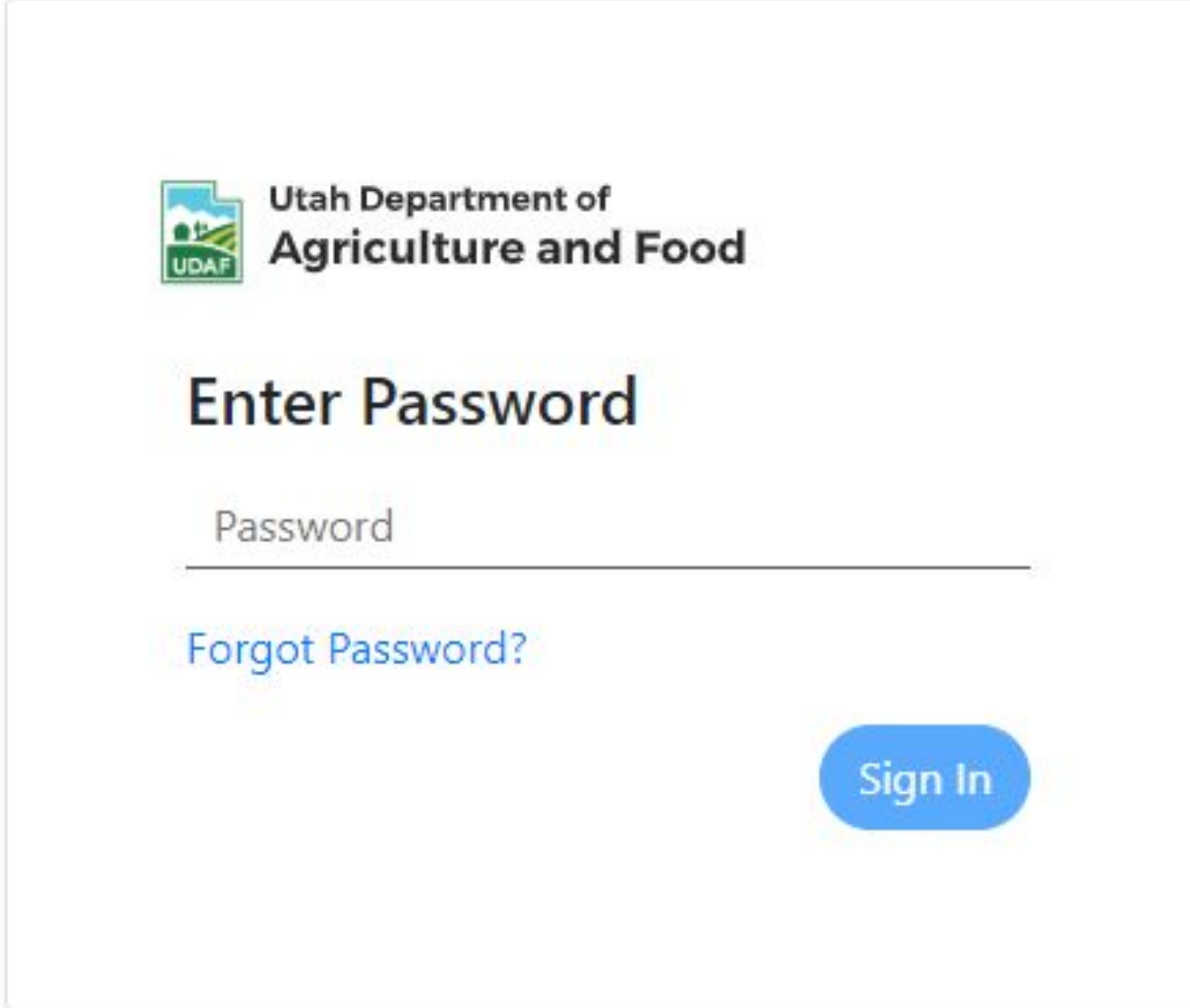
Welcome to Pesticide Testing Portal


On this site, you can access all the resources required for licensing and certification, like pesticide category manuals, resource materials, and pesticide exams.

If you do not have a login, please click the link "Create One". If you have difficulty creating your account, please follow the instructions found [here](#).

Enter your email address, hit return, then click on "Next".

DigitalDesk



 Utah Department of
Agriculture and Food

Enter Password

Password

[Forgot Password?](#)

[Sign In](#)

Enter your password, hit enter, then click on “Sign In”.

DigitalDesk

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StudentPortal

Utah Department of
Agriculture and Food

Help Jared Vernon 

 Dashboard

 Courses

Dashboard

CURRENT SEMESTER OVERVIEW

No data found.

It appears you have not yet taken any tests this semester.

Click [Settings](#) to Enroll into classes if available

 Settings



Click on the "Settings" button located in the text or in the bottom left corner.

DigitalDesk

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StudentPortal

Utah Department of
Agriculture and Food

Settings Jared Vernon JV

Dashboard

Courses

Settings

Course Enrollment Subscription Profile

Select Department

Select...

CEU

Commercial Applicator

Commercial Business

Dept 1

DO NOT USE

Non-Commercial Applicator

Private Applicator

Select CEU. This is where all of the available CEUs will be located.

Settings



DigitalDesk

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Settings

Course Enrollment Subscription Profile

Select Department

CEU

Choose your applicator license type.

CEU - 100 - CA-01

Commercial Applicator

Add

CEU - 100 - CB-01

Commercial Business

Add

CEU - 100 - NCA-01

Non-Commercial Applicator

Add

CEU - 100 - PA-01

Private Applicator

Add

CEU - 100 - RUPA-01

DigitalDesk

StudentPortal

Utah Department of Agriculture and Food

Jared Vernon

Courses

- CEU 100 - Commercial Applicator
- CEU 100 - Non-Commercial Applicator
- CEU 100 - Private Applicator

Dashboard

Courses

Settings

Click on the individual license type "Course" to take the CEU class or take the exam.

Click on the "Courses" icon to see which CEU "Courses" you have selected.

*All date/time settings are based on the Institution's local time zone. Copyright © DigitalDesk, Inc.

DigitalDesk

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CEU 100-Commercial Applicator

Semester

My Score Average

0%

Assignments

Submitted ToDo Graded

No Assignments

Exams

Submitted ToDo Graded

No Exams

UPCOMING EVENTS

No upcoming event in the next two weeks

CLASS MESSAGES

No Messages

Syllabus

Course Content

Grades

Exams

Assignments

Collaborate

Click on "Grades" to see your exam results.

Click on "Exams" to take the available CEU classes and exams.

DigitalDesk

That's all you need to do!

If you follow all of these instructions correctly and you still encounter issues, contact us at:

udaf-pesticide@utah.gov