# How to Create a DigitalDesk Account



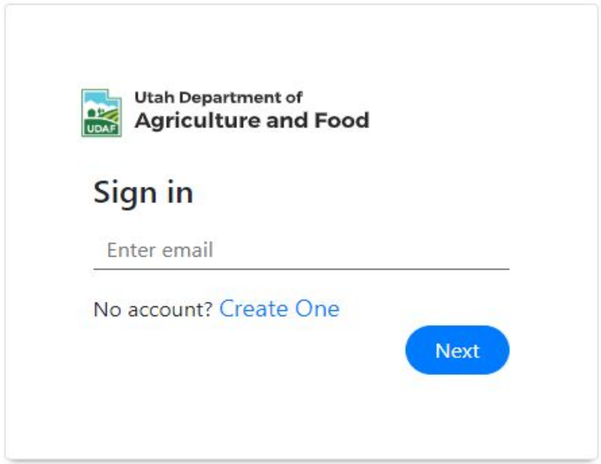
Go to the following website:

pesticidetesting.utah.gov

# DigitalDesk



DigitalDesk StudentPortal




## 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.

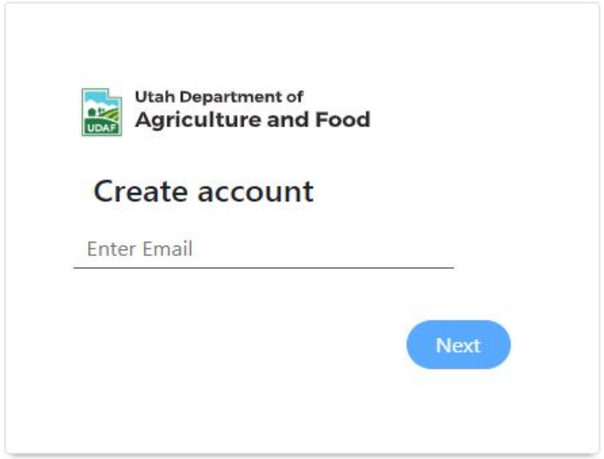
If you do not have a login, please click the link "Create One". If you have difficulty creating your account, please follow the instructions found here.

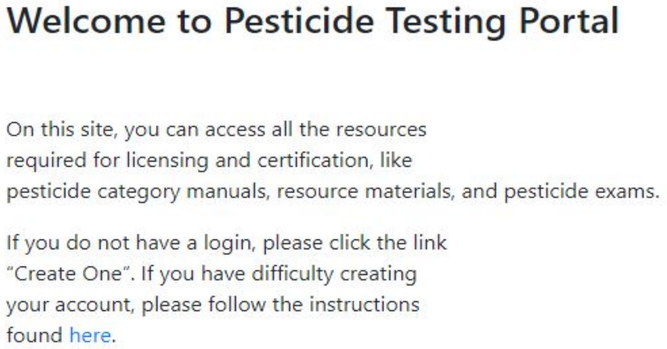
Click on the "Create One" link.

# DigitalDesk



DigitalDesk StudentPortal

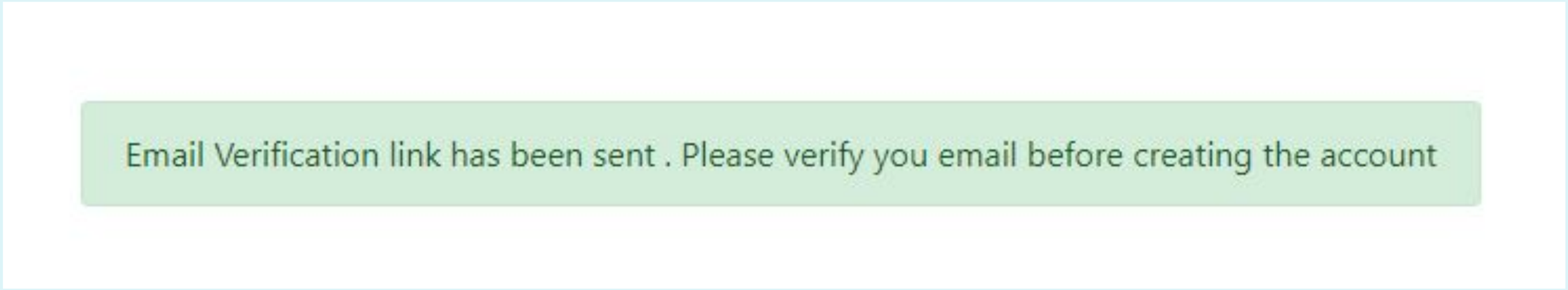



Enter your personal email address, not a work email address.
You will need access to this email if your work changes.

# DigitalDesk



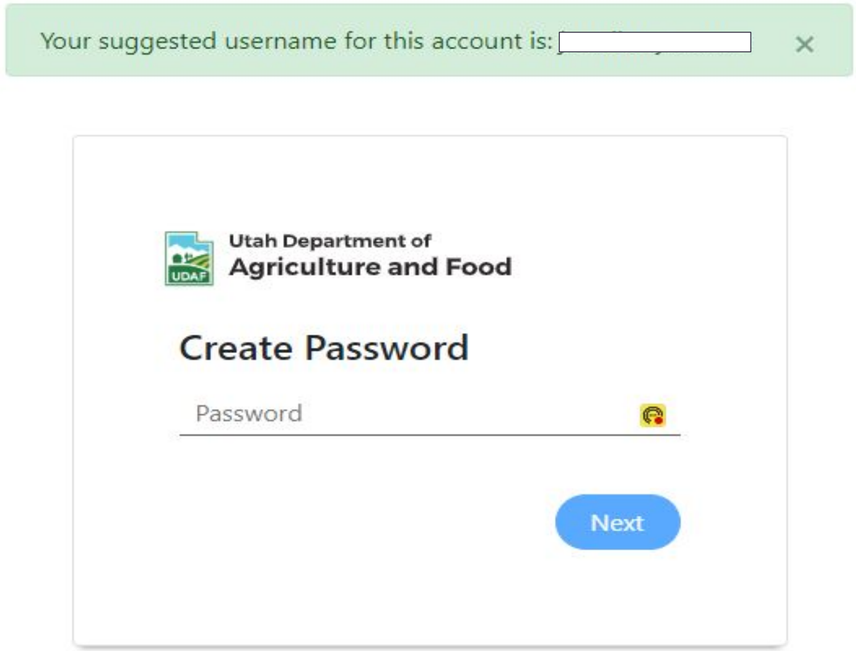



Go to your personal email account, locate the email from “UDAF Testing Center”, and click on the link.

# DigitalDesk



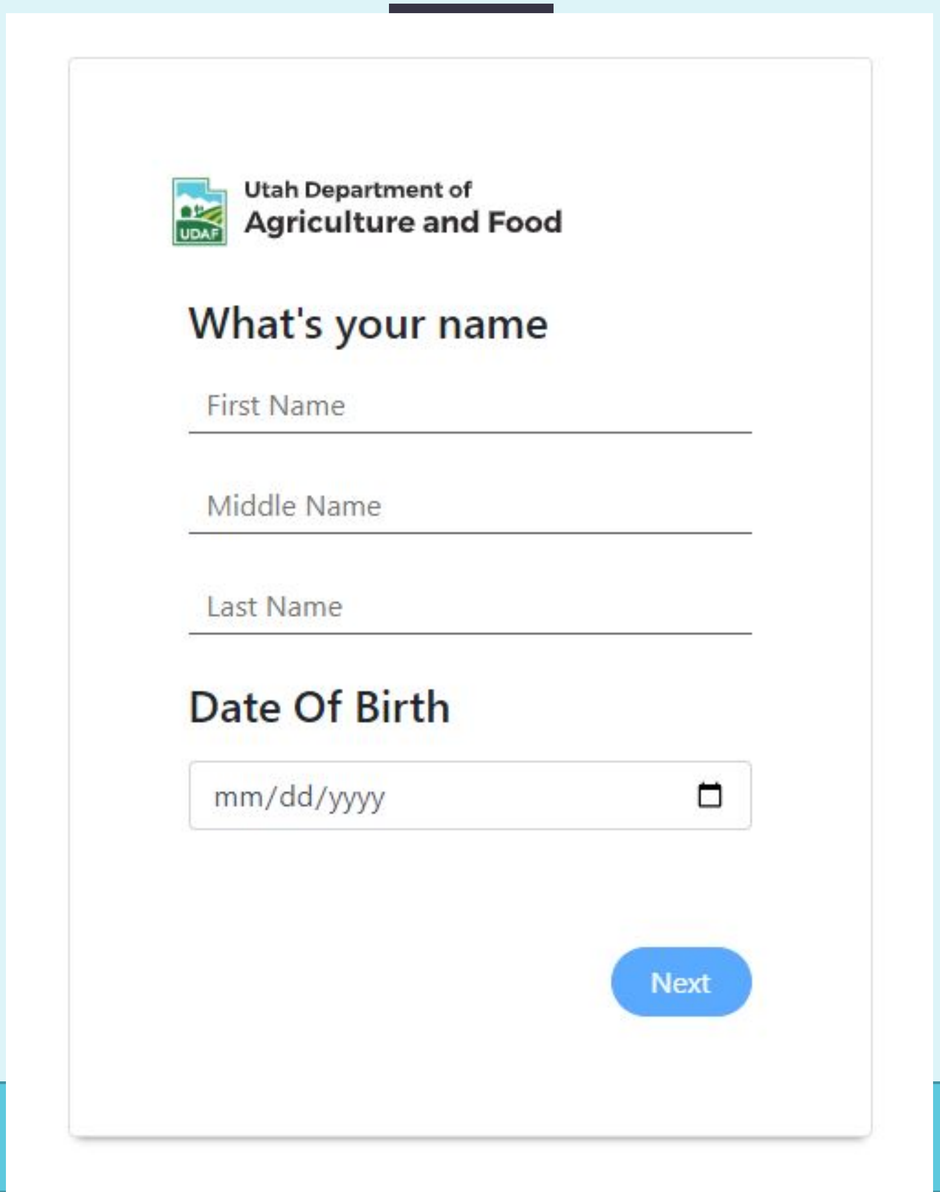
DigitalDesk StudentPortal




Create your password.

# DigitalDesk



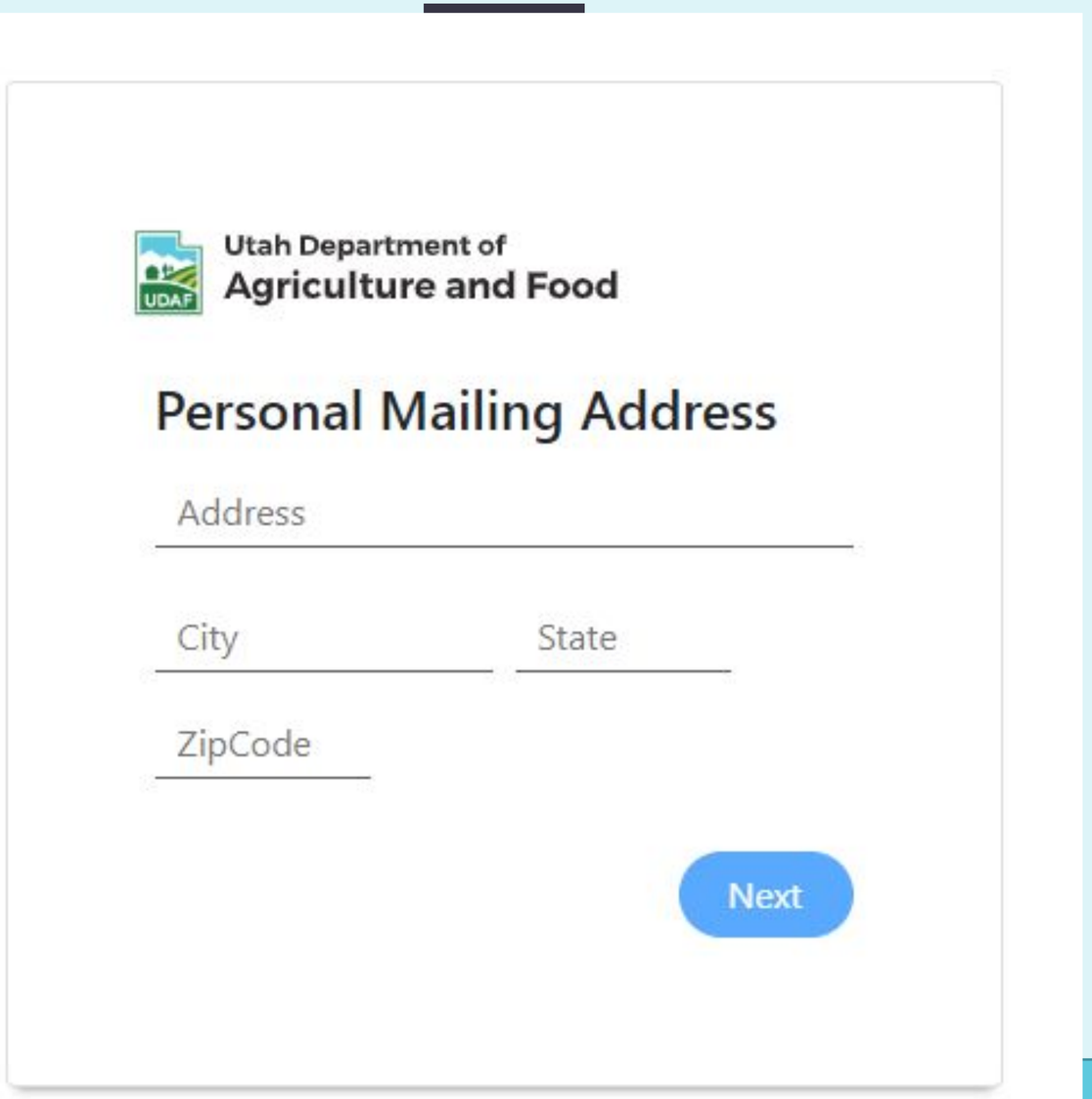



Enter your name and birthdate to begin your account.

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

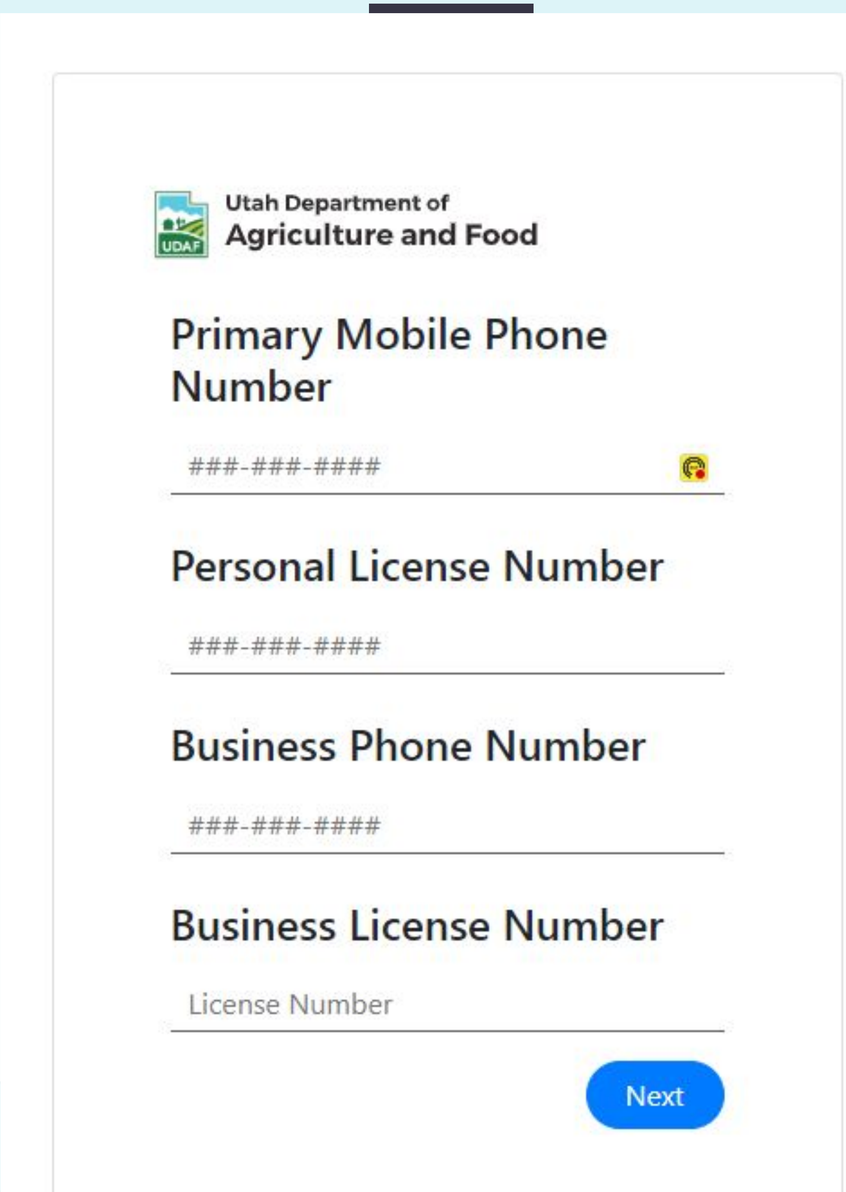





Enter your personal mailing address information.
All of the information you are asked to complete is what UDAF staff uses for your applicator license. Any information that is incorrect or missing may cause delays in your license being issued.

# DigitalDesk



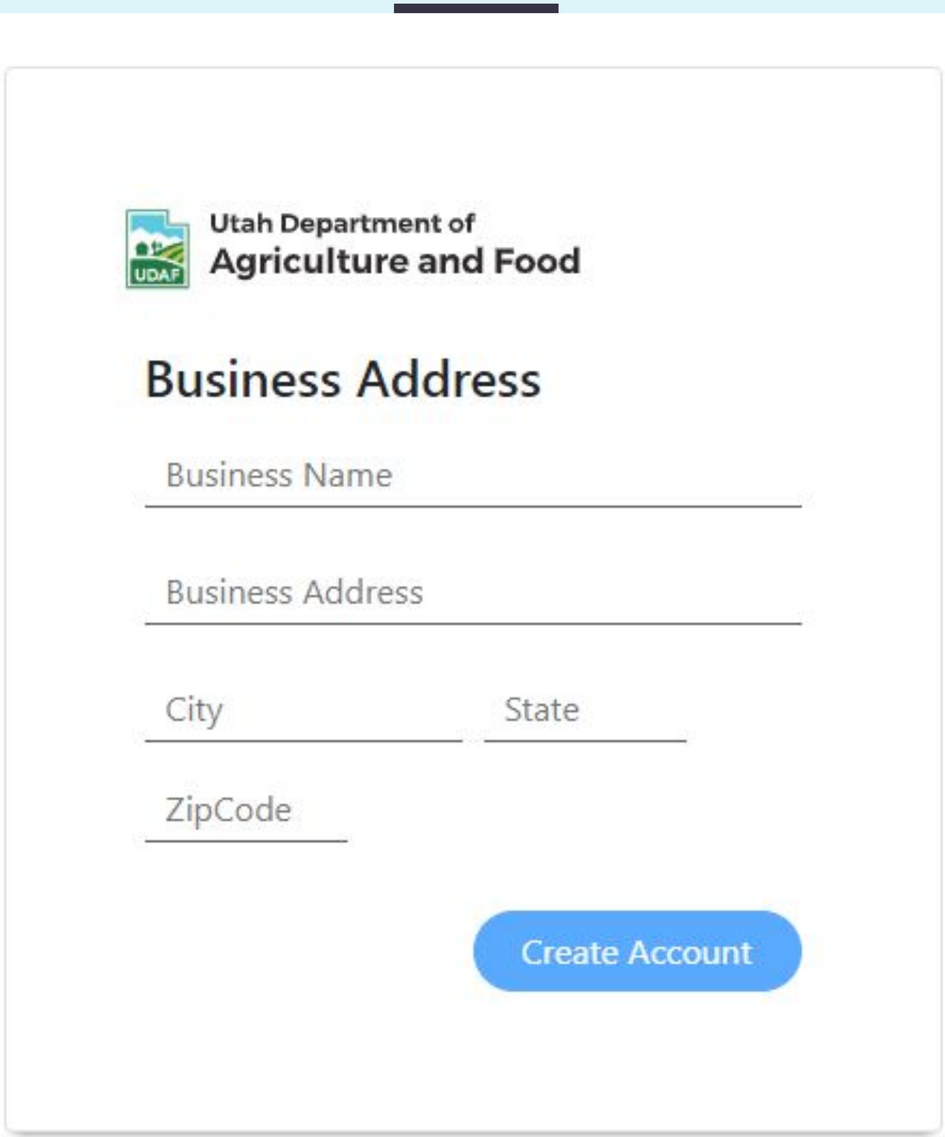



Enter your personal phone number and your personal pesticide applicator license number. If you do not have a license, leave this area blank.

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

# DigitalDesk






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.

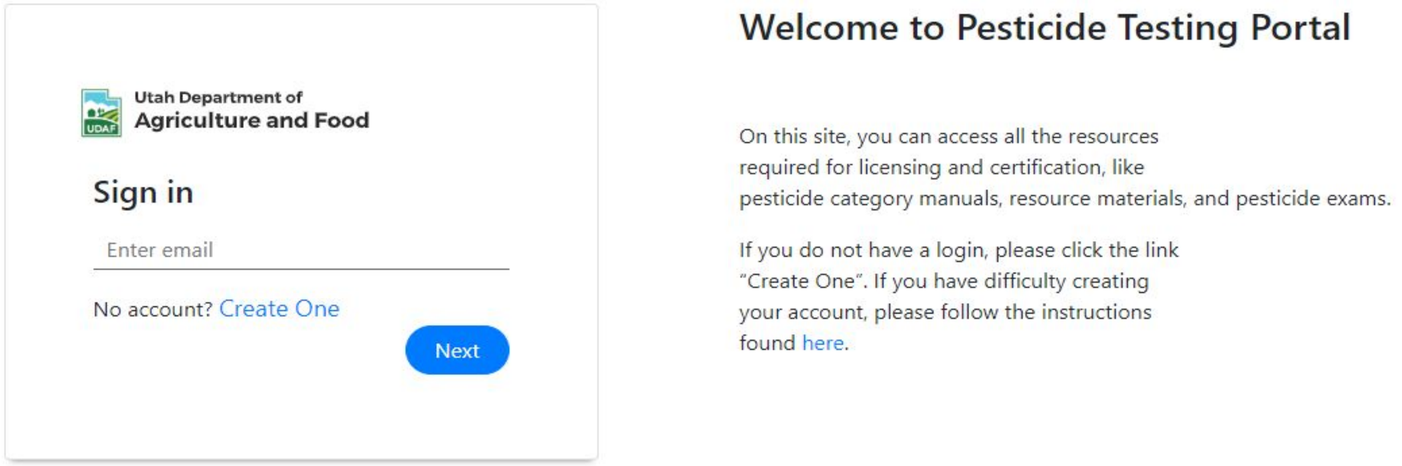
# DigitalDesk

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

# DigitalDesk



DigitalDesk StudentPortal

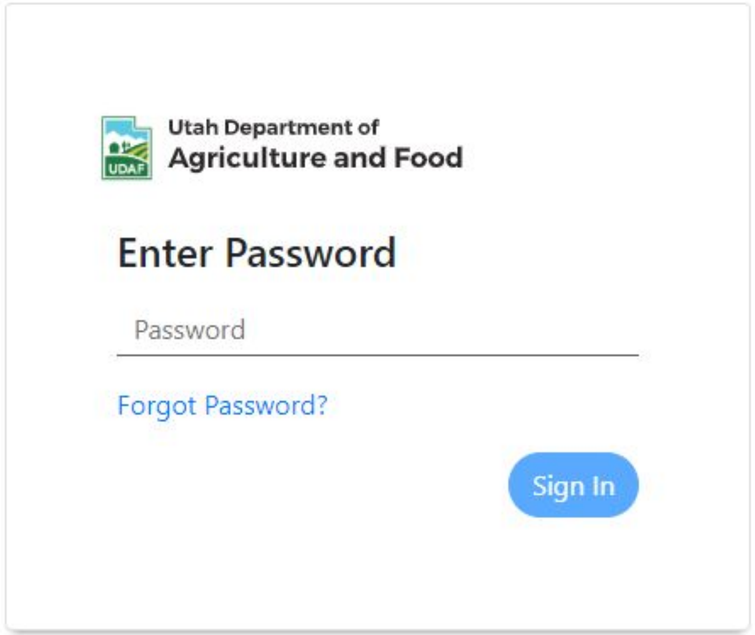



Enter your email address, hit return, then click on “Next”.

# DigitalDesk



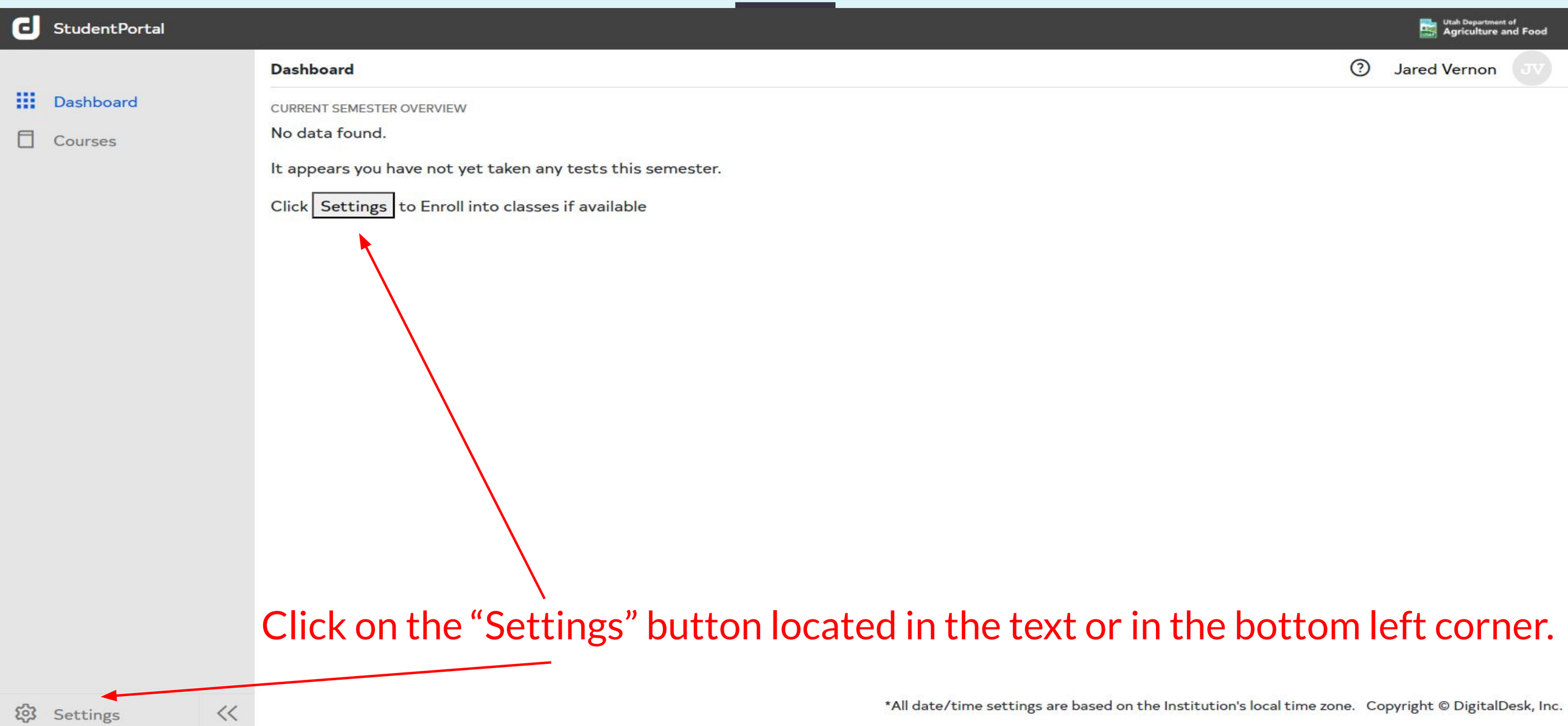
DigitalDesk StudentPortal




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

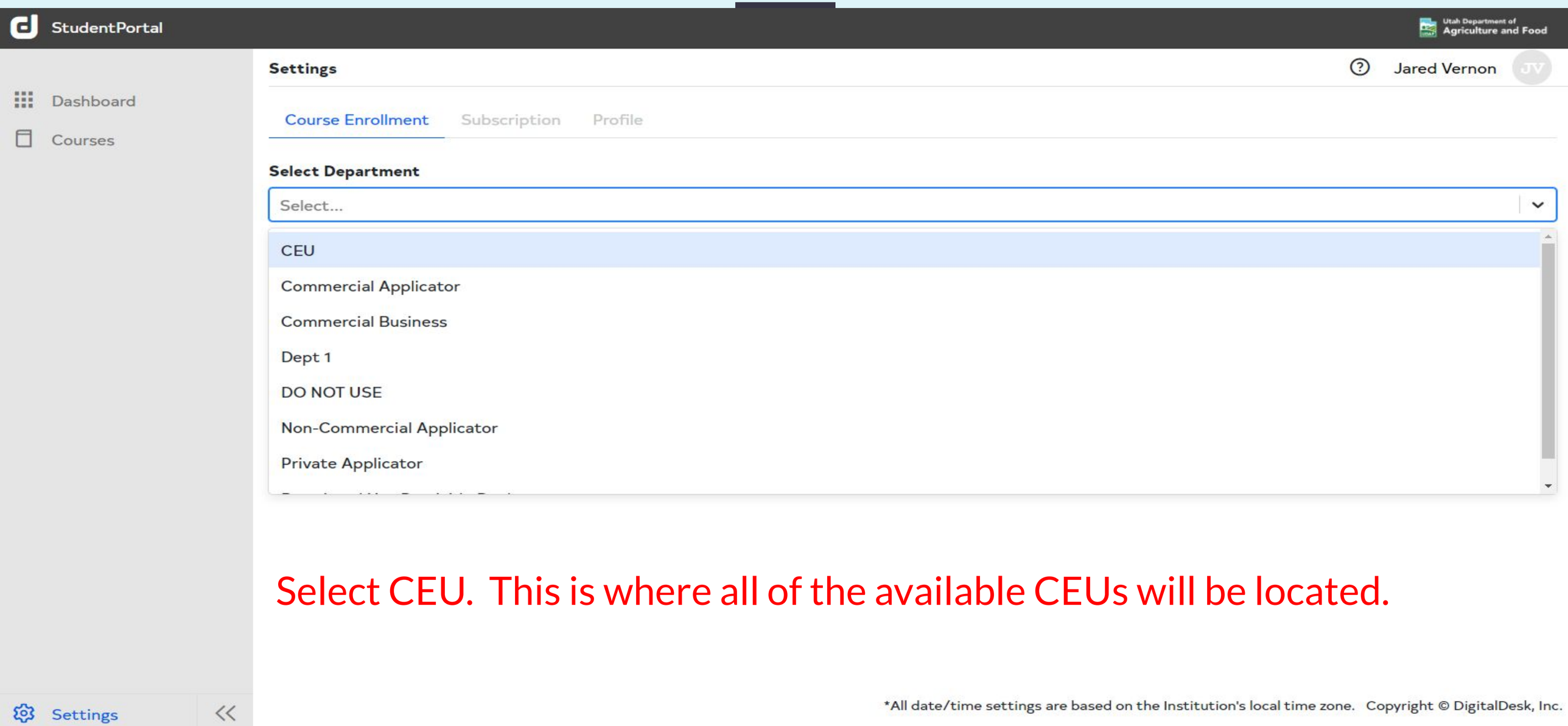
# DigitalDesk





# DigitalDesk

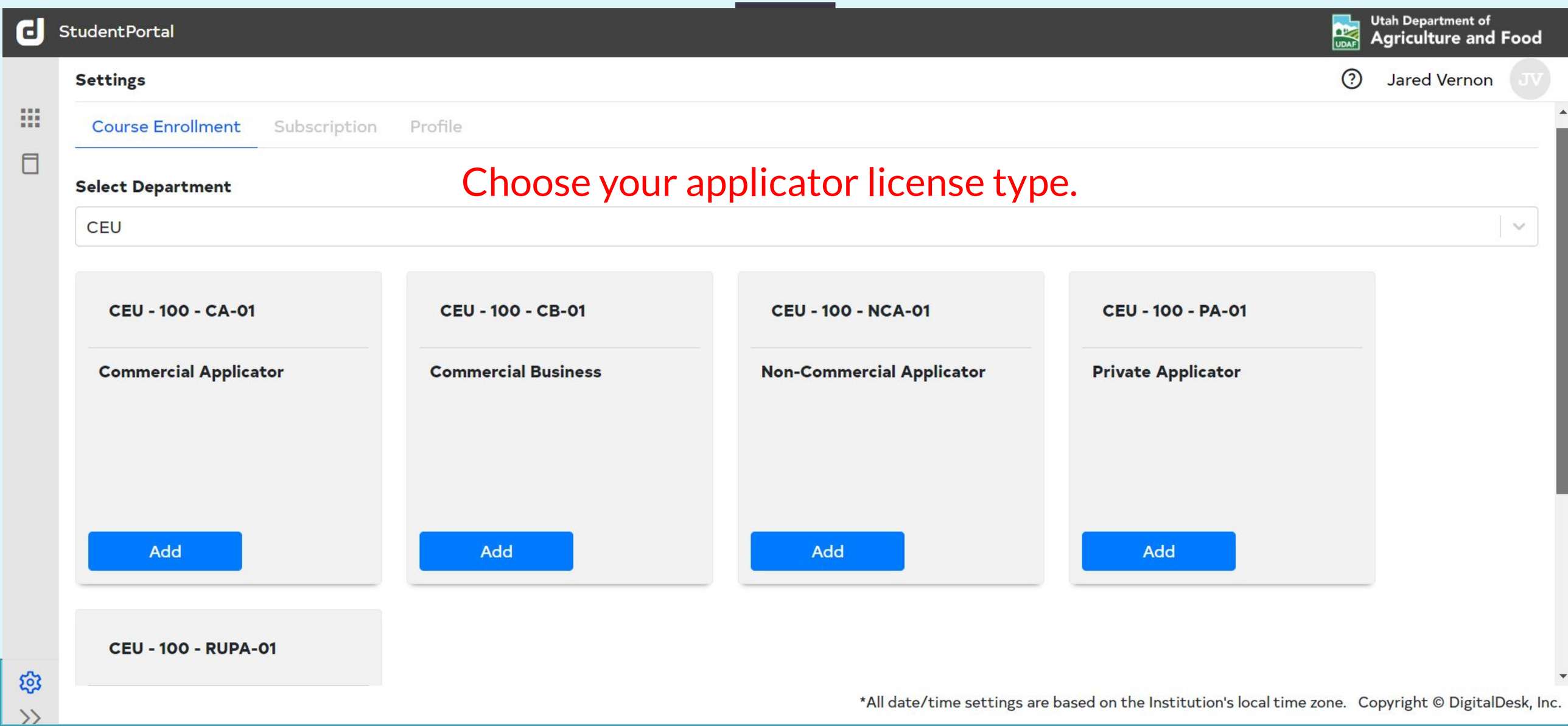





Select CEU. This is where all of the available CEUs will be located.

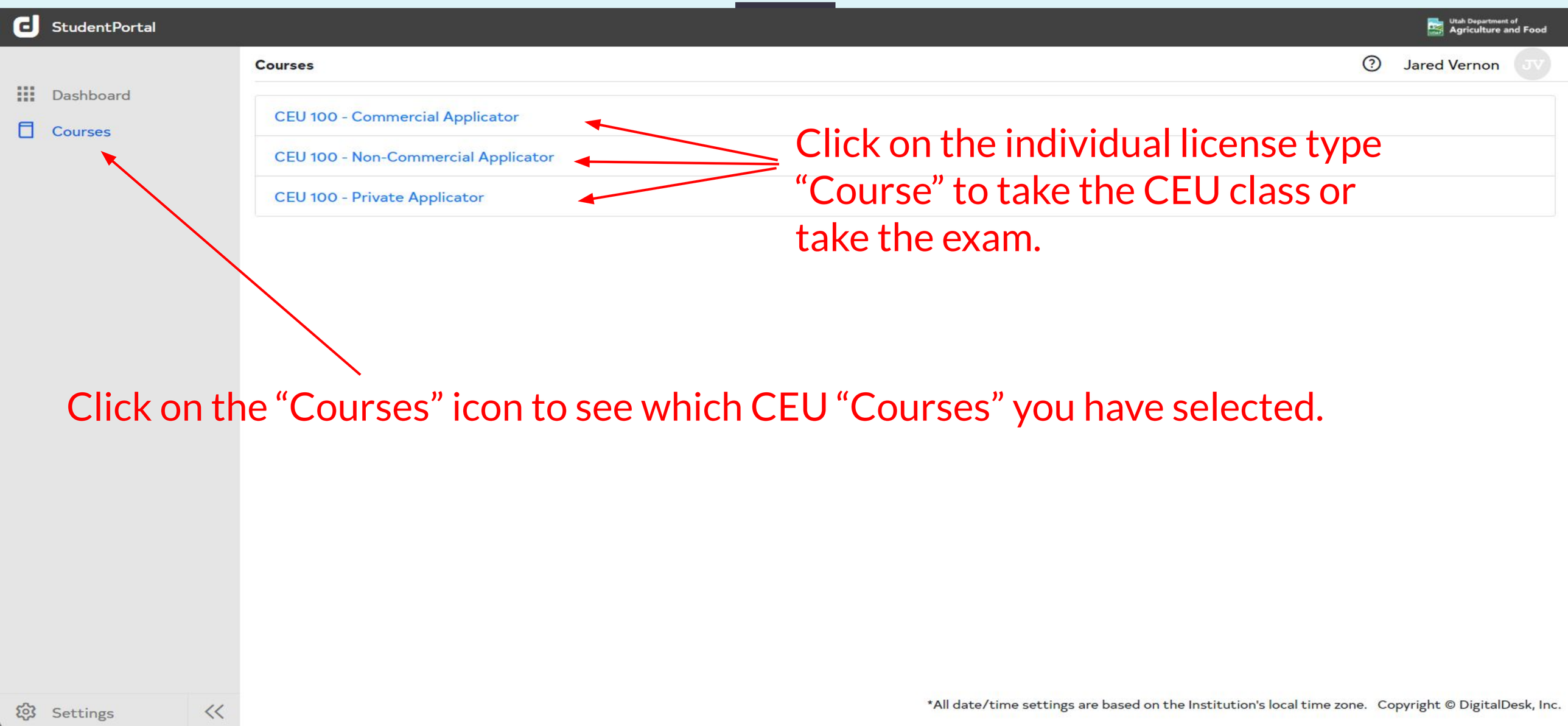
# DigitalDesk





# DigitalDesk





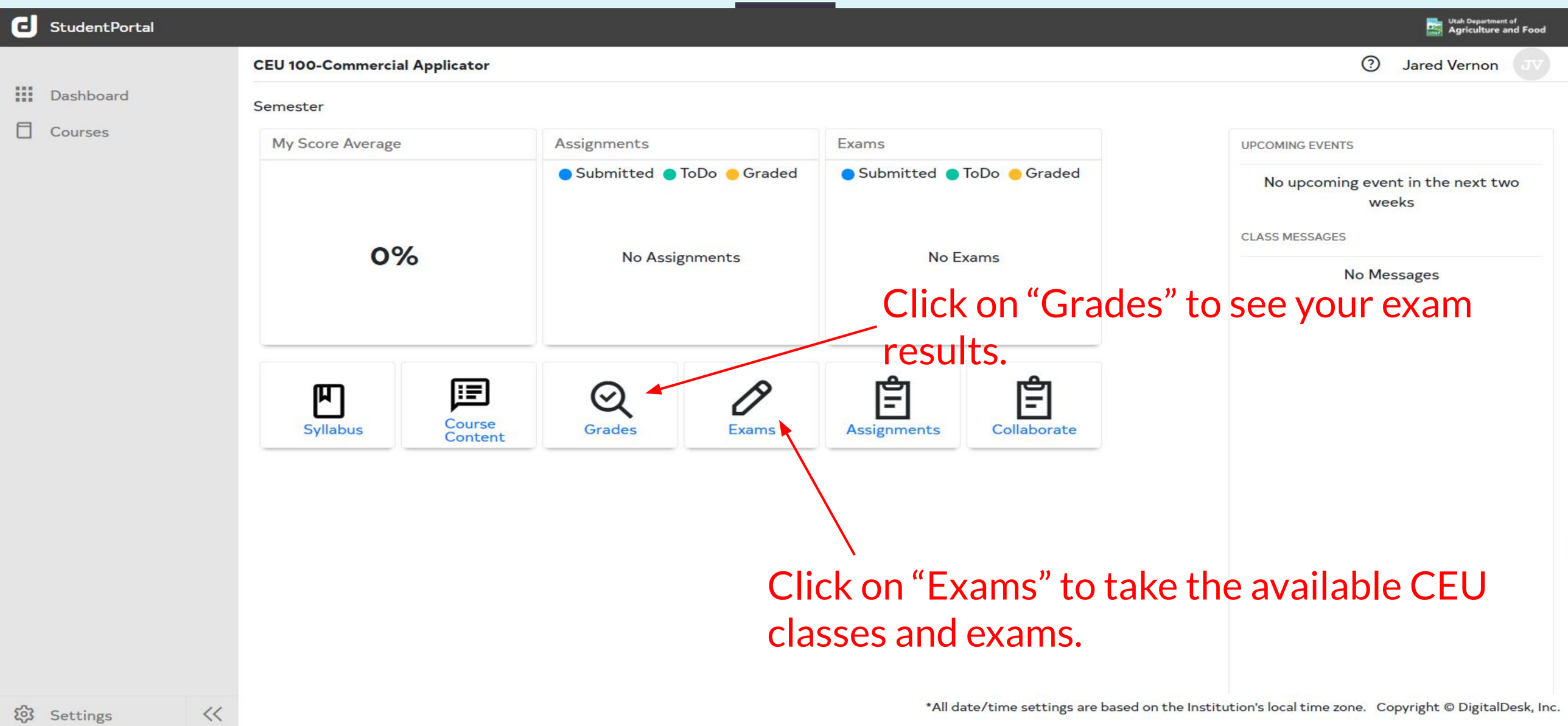

Click on the individual license type "Course" to take the CEU class or take the exam.

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





# 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