

# First Time Login

Updated 7/21/2022.

## Initial Login & Creating your Password

For first time users, visit <https://ew33.ultipro.com/> and use the following information to login:

**Company Access Code: ISS03**

**User Name: FIRSTNAMELASTNAME@I (I as in Igloo)**

**Password: your birthday (MMDDYYYY)**



As an example, if my name were **John Smith** and my birthday was on **1/1/1999**, my username would be **JOHNSMITH@I** and the password would be **01011999**

Once you log in using these credentials, you will be prompted to create a new password. Your account can be accessed through the UKG app, the UKG widget on your portal home page or on the desktop website of [ew33.ultipro.com](https://ew33.ultipro.com)

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