Title	Multiple WBSCM Accounts Registration
Purpose	WBSCM users may have more than one WBSCM account, each associated with different organizations in WBSCM. Users can link one or more **new WBSCM accounts** to an existing Login.gov ID or eAuthentication (eAuth) ID, as long as the last name and email address match. At login, the user is prompted to select one of these linked WBSCM accounts for the session. As of September 12, 2023, eAuth now accepts new logon options using Login.gov credentials and multi-factor authentication (MFA) methods; new eAuth accounts can no longer be created. Users with an existing eAuth account can link a new WBSCM account to their existing eAuth IDs if they have not converted to Login.gov. New users needing multiple WBSCM accounts must do so using the Login.gov registration processes. Refer to the **WBSCM New User Registration job aid** and **WBSCM New User Registration video** available from the [USDA WBSCM](#) website for details.
Target Audience	• Users with existing eAuth ID who did not convert to the Login.gov requesting an additional WBSCM account • New or existing users with a Login.gov ID requesting an additional WBSCM account
Prerequisite	• eAuth ID or Login.gov ID exists linking the user to the USDA eAuth system • Registration email for new WBSCM account has been received
Registration Email Link **Step 2. Register WBSCM Account** This one-time step must be completed by all users to access WBSCM. To register your new WBSCM account, click on the link below and log in using your Login.gov or PIV/Lincpass credentials based on your user type. This link is unique to your WBSCM account and should not be shared with others. https://wbscmint.wbscm.usda.gov/registration?action=init&token=pq5Z1neP%2Fz3hqg4%2Buq6UigY1jUkq4vBcaKvqjUt2xlrOnof1kMJiQhLJ4wOWUI7%2B (Copy and paste the link above in your Web Browser, if you encounter issues.) Follow the system prompts to accept the **Rules of Behavior** and access WBSCM. This completes the WBSCM registration process. Note: An active Login.gov ID or PIV/Lincpass can be linked to more than one WBSCM account. If you have an existing WBSCM account, be sure to sign out of any active WBSCM sessions and close the browser before registering a new account. If you have multiple WBSCM accounts, you will be prompted to select which one to use when logging into WBSCM. Be sure to **Bookmark** WBSCM for future convenience: https://portal.wbscm.usda.gov/ If you have any questions, please contact your user administrator: nextgeneauth2@gmail.com You may also contact the WBSCM Service Desk at wbscm.servicedesk@caci.com or call 877-WBSCM-4U (877-927-2648) **Links in this email** USDA eAuthentication Home Page: https://www.eauth.usda.gov/home/ WBSCM Production Portal: https://portal.wbscm.usda.gov/	**Process Registration Email** **Note**: Close out of all active sessions of WBSCM to ensure the correct accounts are linked. 1. Click the link in Step 2 of WBSCM Registration email. **Note**: The user's eAuth ID/ Login.gov ID must use the same name and email address as the WBSCM account, as referenced in the registration email, to successfully complete registration.
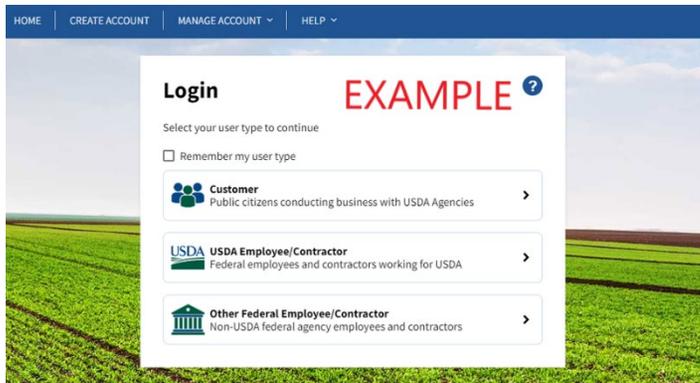
eAuth Login Screen	Log in to WBSCM
	2. Log in to WBSCM using the user's Login.gov or eAuth User ID/Password or by using the PIV/CAC option. **Note**: If the user has multiple Login.gov or eAuth IDs, make sure to choose the correct Login.gov or eAuth ID to link to the new WBSCM account.
WBSCM Account Registration Confirmation Screen	**Confirm Registration**
	3. Select ⊙Yes (the Yes option) when prompted to register the new WBSCM Account with the existing Login.gov or eAuth ID. **Note:** If the user selects ○No (the **No** option), the registration process will be cancelled. The user will need to go back to the Registration Email and click the link to reinitiate the process. 4. Click [Submit] (the **Submit** button).

WBSCM Rules of Behavior Screen	Accept Rules of Behavior

WBSCM Rules of Behavior Screen

Accept Rules of Behavior

5. Select ⦿Accept (the **Accept** option) the Rules of Behavior, which is the final step to link the existing Login.gov or eAuth ID and the new WBSCM account.

Note: If the user rejects the Rules of Behavior, the new WBSCM account will be locked and is not active. If the account is locked, contact the user admin to unlock, if needed.

6. Click Submit (the **Submit** button).

Account Selection Screen

Select a WBSCM Account

7. Select from the list of WBSCM accounts now linked to this Login.gov or eAuth ID.

Note: If the user has any locked accounts, they will not appear on the selection screen. The selection screen appears for at least 2 or more active WBSCM accounts linked to the same Login.gov or eAuth ID. Users with one Login.gov or eAuth ID linked to one WBSCM account are directly logged into the system.

8. Click Log On (the **Log On** button) to login to WBSCM.

Note: The user can sign into multiple sessions with different accounts associated with this Login.gov or eAuth ID through the **New Session** functionality.