

How to Access the IEBS System

1. Create an Illinois workNet Account
 - a. Navigate to Illinois workNet Homepage (<https://www.illinoisworknet.com>)
 - b. Click on Sign Up in the workNet header
 - c. Complete the registration form with the required information.
 - d. Read through and accept the Terms and Conditions.
 - e. After submitting your information, check your email for a link to activate your account.
2. Complete this form.
3. Contact your [LWIA Administrator](#) to submit the form on your behalf through the IEBS Help Request portal.

Complete all fields:

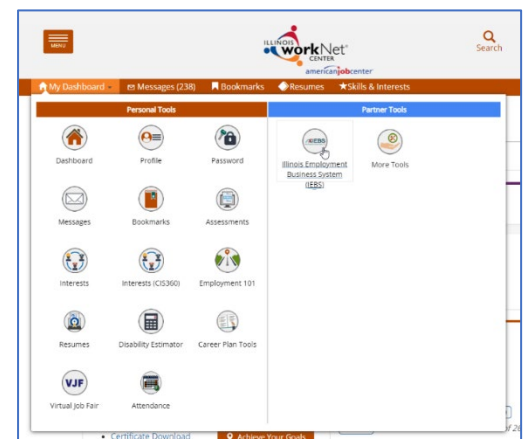
Name	
Email Address	
Illinois workNet Account Username	
List your affiliated Local Workforce Innovation Area	
IEBS Access Level Request Refer to the LWIA Matrix to determine level of access	<input type="checkbox"/> IEBS Rapid Response Unit <input type="checkbox"/> IEBS Business Services <input type="checkbox"/> IDES Rapid Response <input type="checkbox"/> IEBS LWIA Admin <input type="checkbox"/> IEBS Viewer <input type="checkbox"/> LMI Viewer

4. Once approved partner will receive confirmation of access to IEBS.

Logging into IEBS

IEBS can be accessed:

- From the partner page – <https://illinoisworknet.com/IEBS>
- Directly from this address - <https://apps.illinoisworknet.com/iebs>.
- From Illinois workNet “My Dashboard” as pictured.



Submitting the Help Request for Partner Access

- Log into IEBS or the Customer Support Center (see images on the next page)
- In the dropdown by your name in the upper right corner is the link to the Help Request portal.
- Submit a help request by selecting the IEBS program and User Access as the subcategory.
- Attach this completed form.

Found in the Customer Support Center/IWIS menu
or your project menu

HI, D1WRKDEV -
Hello, Dee Reinhardt ▾

- MY PARTNER DASHBOARD
- MY TRAINING
- GROUPS
- WORKSITE PLACEMENT
- HELP REQUEST**
- ILLINOIS WORKNET
- IWN MESSAGES
- LOG OFF

- User Details
- Illinois workNet
- Release Notes
- Help Request**
- Sign out

New Incident

Requester (Email or Name) * dreinhardt@illinoisworknet.com State New ▾

Title *
Request for IEBS access

Description
 Aa

Attach the filled in form

Category *
Not Set ▾
DHS Youth
GMS - Grant Monitoring System
IEBS - Illinois Employment Business S...
Illinois Works Pre-Apprenticeship

Subcategory *
Not Set ▾
Layoff Search
Outreach
Overview Dashboard
User Access
Workflow Dashboard

CC
copy the person requesting access by entering email address here

Site Not Set ▾ Department Not Set ▾

Requester First Name * Requester Last Name *

Requester Email Address * Error Message/Attachments ⓘ
Attach file

Are you a Partner/Provider? * Not Set ▾ Organization

Extension Number

Phone Number

Browser Not Set ▾

☐ Is the issue keeping you from moving forward?

Cancel Create