

WITOBACCOCHECK.ORG: HOW TO ACTIVATE YOUR STORE ACCOUNT

WITobaccoCheck.org provides free training to help you avoid fines and keep kids tobacco free. It all starts by activating your account. Follow the steps below and your employees will be getting trained in no time.

1

A store account must be activated before employees can take the test. Click this box at witobaccocheck.org to get started.

Retailers: Activate Your Store Account Here

3

Check your email and follow the link to set your password.



4

Enter password, confirm, and select blue button.

Hello ntmichaud+retaileracct@wisc.edu
Enter a new password for your account

Change Password

2

Enter name and email to set up login information.

Sign Up to Activate Store Account

First Name

Last Name

Email

When you sign up, you will receive an email with instructions on how to find and activate your store account. You must activate your store before your employees can take the test.

If you already have an account and need to activate or add your store, you can follow [this link](#).

Sign Up

5

Password set and ready to log in.

Wisconsin Wins: Trained Employees, Tobacco-Free Kids.

Study Guides Take The Test **Manage Your Store** Contact Us **Login**

Password Reset Successful

Your password has been successfully reset! Please go to the [login page](#) to use your new password to log in.

6 Retailer Dashboard. Select “Activate or Add a Store.”

Manage Your Store Account

[Activate or Add a Store](#)

Find your store to activate your account or add a new store

[Manage Your Stores](#)

Edit your store information, see employee training status, and view/print employee training certificates

7 Enter ZIP code and select store from drop-down. Select blue “Activate This Store” button.

Activate a Store

Note: Some stores have already been added to our database. Please search for your store to activate it before setting up a new one.

You must activate your store before your employees can take the test.

Store Zip Code

53551

Store Name

Quick Stop

Activate This Store

Unable to Find Your Store?
Set up your store here!

8 Your store isn't listed? Add it by selecting “Set up your store here!”

9 Monitor employee tobacco training status and access employee training certificate.

Manage Stores

Below are the stores you have activated and can manage. The drop-down on the left of each store's row will display the employees who have passed the Tobacco Check exam for that location and allow you to reprint their certificate. You can activate a store or add a new store by clicking on the button in the upper right.

Name	Store Contact Information	County	Owners	Status	
Luke	Witkowski	Thu Oct 05 2017 15:01:20 GMT-0500 (Central Daylight Time)	true		Download Certificate