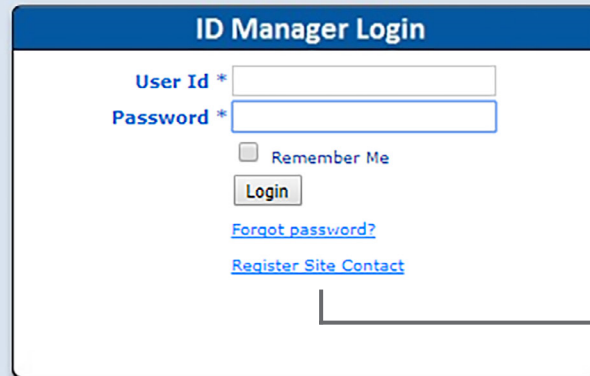## Access

Only User IDs designated as a Wolters Kluwer "Site Contact" can log in to ID Manager.

ID Manager Login

User Id *

Password *
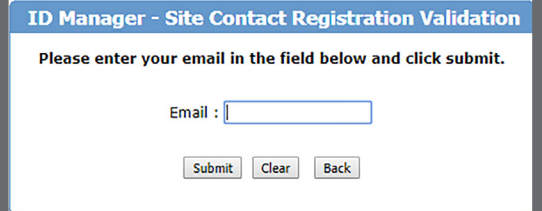
☐ Remember Me

Login

Forgot password?

Register Site Contact

If you are the Delegated Administrator for a Wolters Kluwer Account and do not have a User ID:

- Click *Register Site Contact*.
- Enter your email address and click *Submit*.

ID Manager - Site Contact Registration Validation

Please enter your email in the field below and click submit.

Email :

Submit   Clear   Back

About ID MANAGER

IDM tool is used to manage users for the various account subscriptions.

Download ID Manager user guide

Access the user guide for more details.

Enter the details for your new Wolters Kluwer User ID and click Submit.

Enter End User Details

Please enter your details in the field below and click submit to register.

Email:* NewDA@lawfirm.com

Password* ●●●●●●●

Confirm Password * ●●●●●●●

First Name* New

Last Name* Del-Admin

Submit   Back

Wolters Kluwer

ID Manager

Account Details

Wolters Kluwer **IDM**

Home   Change Password   Logout

Welcome NewDA@lawfirm.com (Site Contact) to ID Manager

Account(s)

[Record(s) 1-1 of 1]

Account No	Account Name ▲	Active ID(s)	Suspended ID(s)
TEMP-100058471	JOAN SCRAUTH IP	9	1

[Record(s) 1-1 of 1]

- Create New ID - generate a new User ID
- Manage Users - listing of User IDs
- Show Site Contacts - User IDs that can access ID Manager for this Account
- Reports - export CSV files
- History - review recent ID Manager activities
- Setup - set defaults for new User IDs

Wolters Kluwer **IDM**   ⚙ # TEMP-100058471 JOAN SCRAUTH IP

Home   Change Password   Logout

Create New ID   Manage Users   Show Site Contacts   Reports   History   Setup

Manage Users

TEMP-100058471 - JOAN SCRAUTH IP

User Search [_____] 🔍

Search for User ID(s).

End Users

[Record(s) 1-10 of 10]

Select	End User Id ▲	First Name	Last Name	Status	Email Id
☐	extra@cch.com	extra	ne		th@wklb.com
☐	joan-da@wklb.com		da		h@wolterskluwer.com
☐	joan-ip@wklb.com		te		h@wolterskluwer.com
☐	jschraut@cch.com				h.com
☐	New.User@testwklb.com		U		th@cch.com
☐	new.user2@testwklb.com				th@cch.com
☐	NewDA@lawfirm.com		D		firm.com
☐	newID-Aug21@wklb.com		A		1@wklb.com
☐	sample2@wklb.com	sample	Tw		th@wolterskluwer.com
☐	sample4@wklb.com	sample	fo		th@wolterskluwer.com

[Record(s) 1-10 of 10]

Click the account number to view end users and administrative options.

Click a User ID to update info, assign Site contact, or to log in as user.

User Details

User Id*	joan-da@wklb.com
First Name*	joan
Last Name*	da-schrauth
Communication Email*	joan.schrauth@wolterskl
City	
State	▼
Country	U.S. ▼
Business Unit	
Carbon Copy	
Site Contact	☑
Subscription Type	Research
Authentication Type	Standard

Login as user

Select Product   [Select ▼]

Delete   Resend Welcome Email   Back

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Select User IDs to Delete or Resend Welcome Email.

Wolters Kluwer