

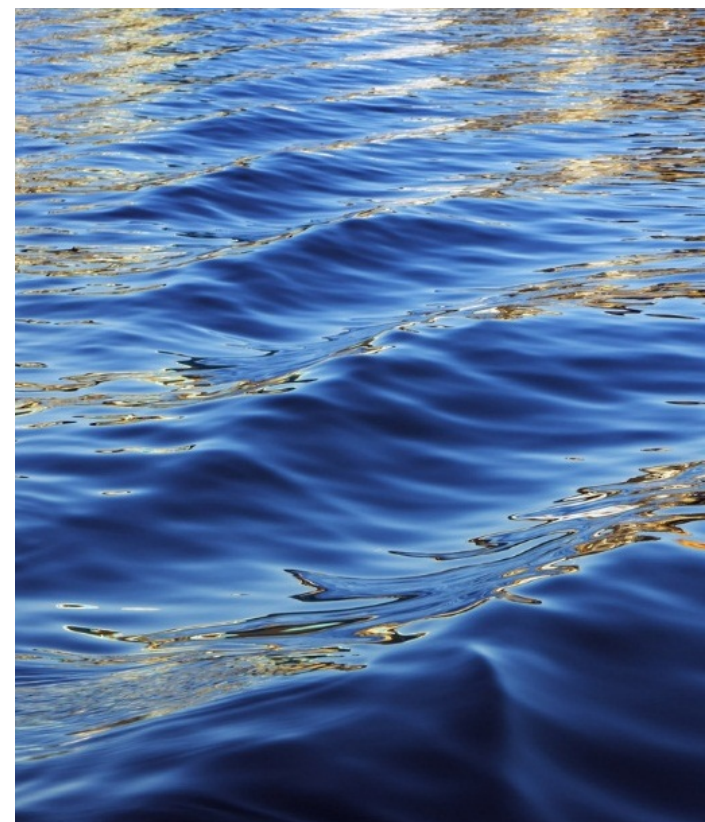


Home

Search



Munis Sign-on



Signing in



- Munis needs to be used with Google CHROME (Internet Explorer will not work)
- <https://munisccloud.tylertech.com>
- Username is **5191** followed by your computer log in which is your first initial and last name. Jane Smith's username would be '**5191**jsmith'. Default password is **NeedNew1**

Login with your Munis Datacenter credentials.

Username:

 ✓

Password:

 ✓

Remember Me? | [Forgot Password](#)

This form is secure.



Reset Your Password

Home / Reset Your Password

Username

 ✓

Old Password

 ✓

Password

 ✓

Confirm Password

 ✓

Email Address

 ✓

If you had SQL accounts they would show here.

This form is secure.

Password Requirements:

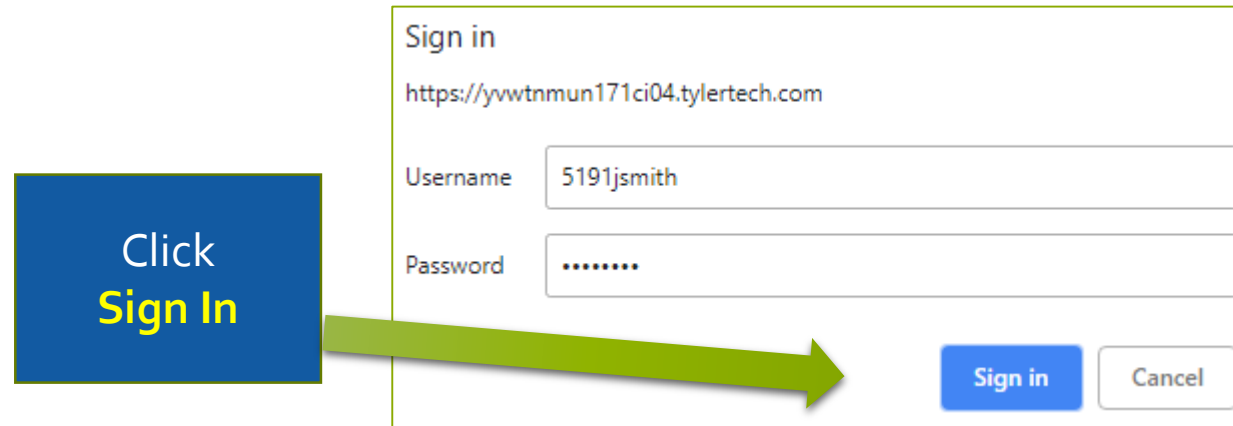
- ✓ 8 characters in length
Your new password cannot be one you've used before.
Your new password cannot contain part of your name.
- Must also contain any 3 of the following:
 - ✓ Uppercase letter
 - ✓ Lowercase letter
 - ✓ Number
 - ✓ Non-alphanumeric character

You will be prompted to set a new password. Click Reset My Password.

Once you have successfully set your password, Log Off the page by clicking Log Off on top right of page.

Munis Training Environment

- The Munis train link is: <http://trainmunis> (copy & paste link in to Chrome)
 - Users can complete any entries in train without affecting LIVE data.
 - Live link will be published 2/1/19
- Using Chrome, log in to the Munis train site. Enter your username and newly set password when prompted:

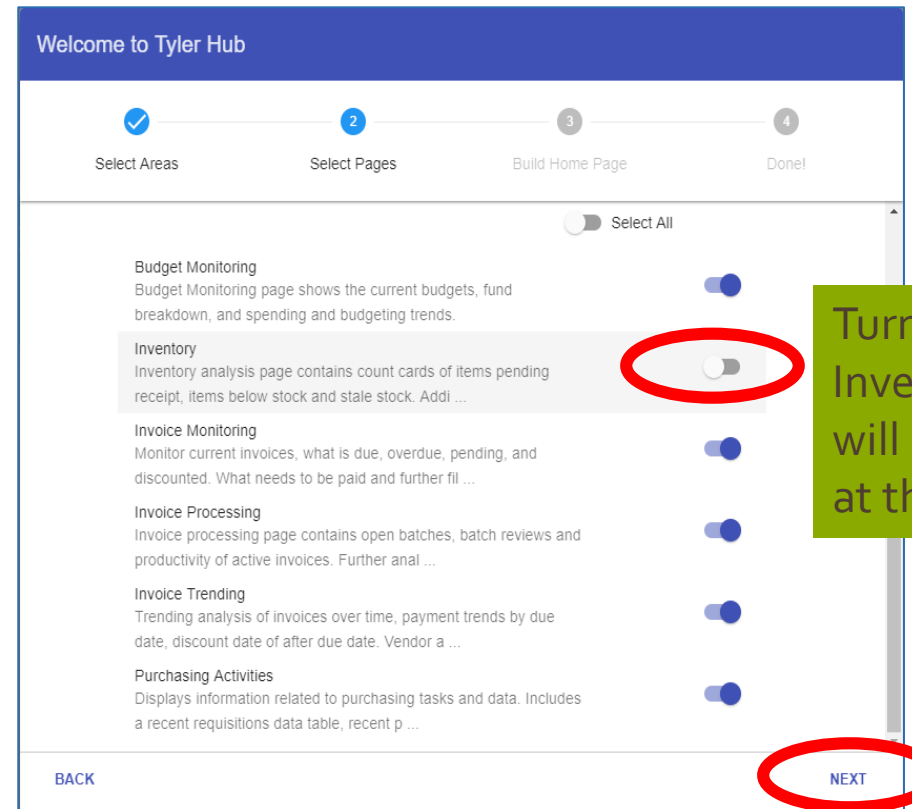
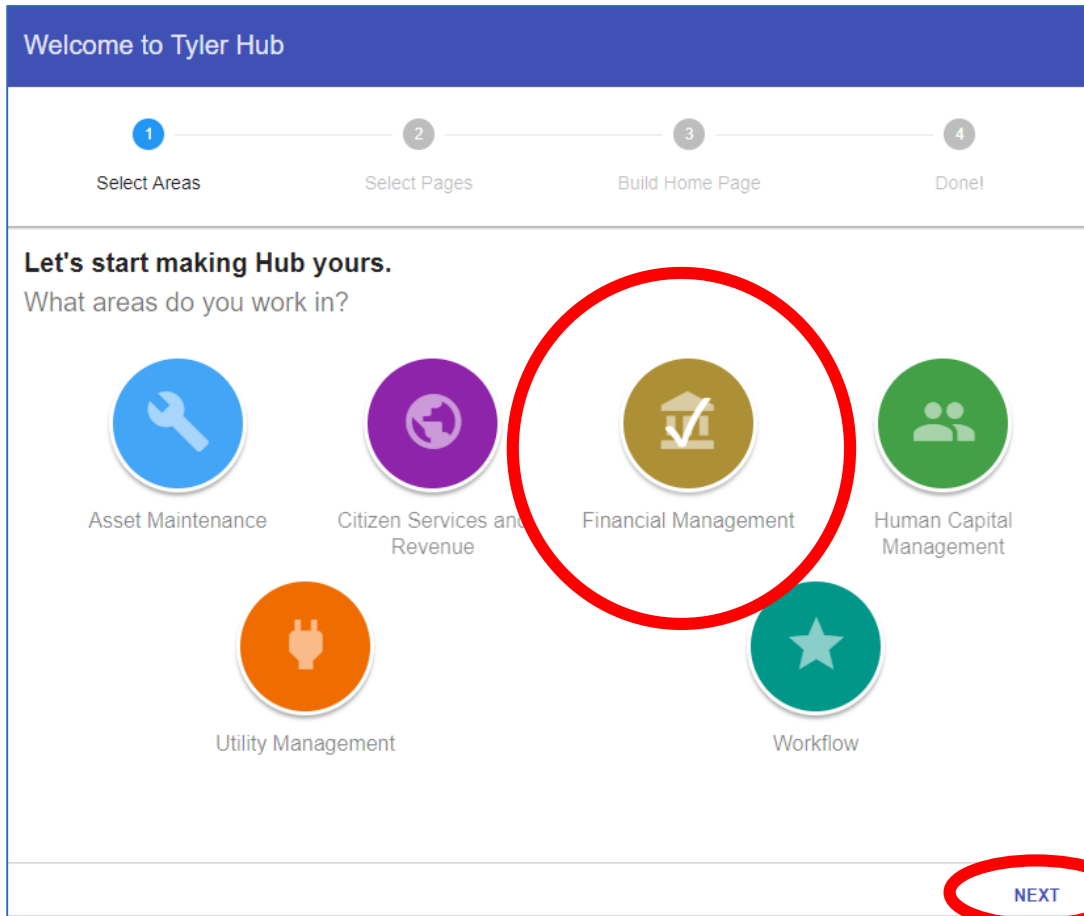


The image shows a sign-in form with the following elements:

- Sign in** (title)
- <https://ywtnmun171ci04.tylertech.com> (URL)
- Username** field containing `5191jsmith`
- Password** field containing `*****`
- Sign in** button (highlighted by a blue callout box with a green arrow)
- Cancel** button

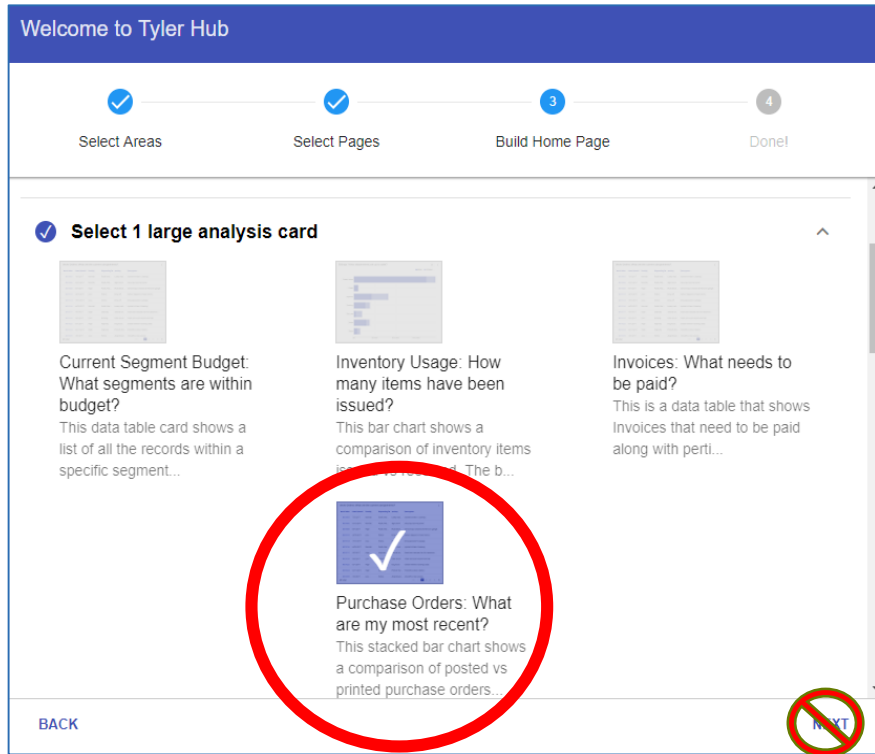
Setting up Your Dashboard

- Follow these basic setup steps – this will be reviewed during training.

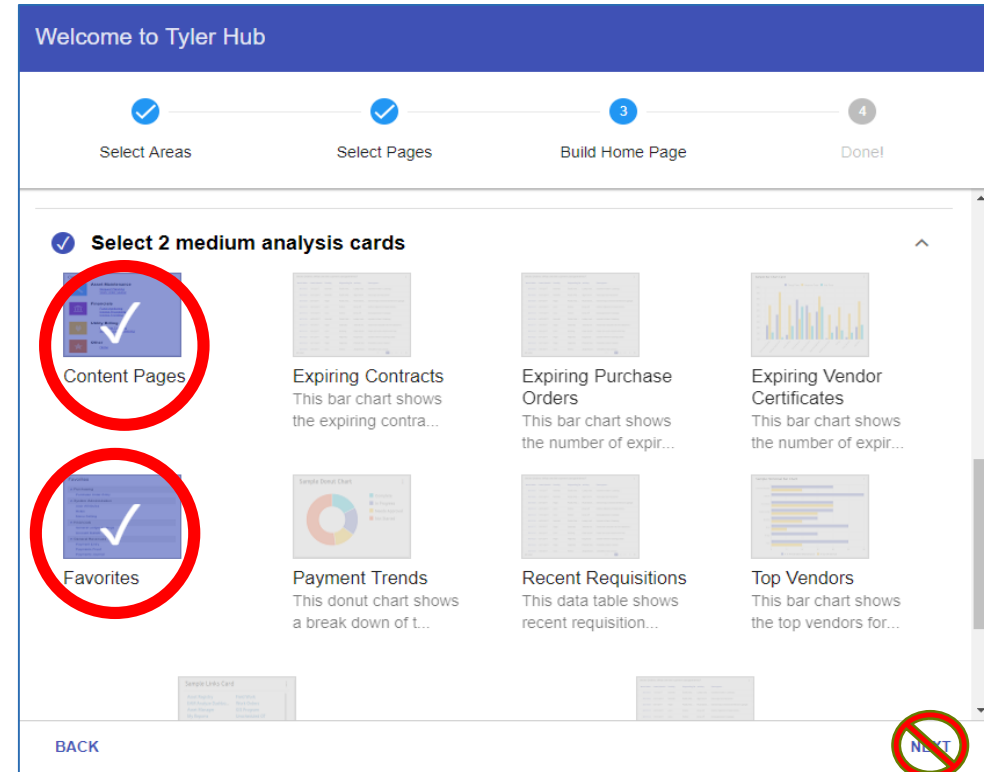


Setting up Your Cards

- Select the following large and medium cards for your dashboard. Scroll down the setup page to select each of the following:



Scroll to Medium cards

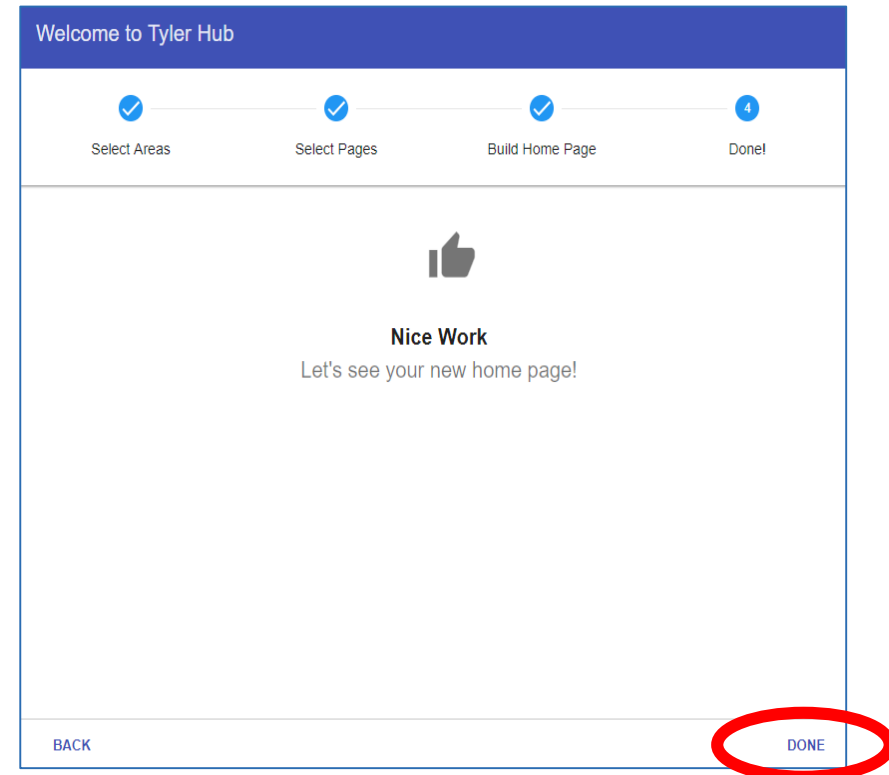
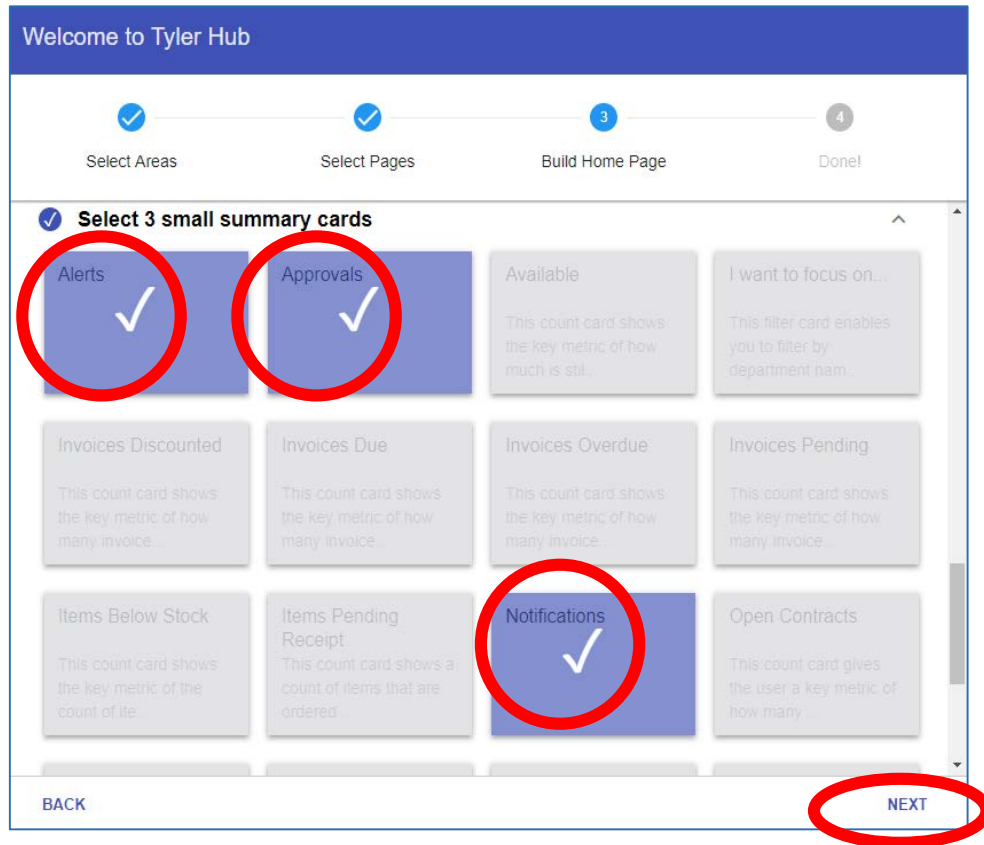


Scroll to Small cards

Setting up Your Cards

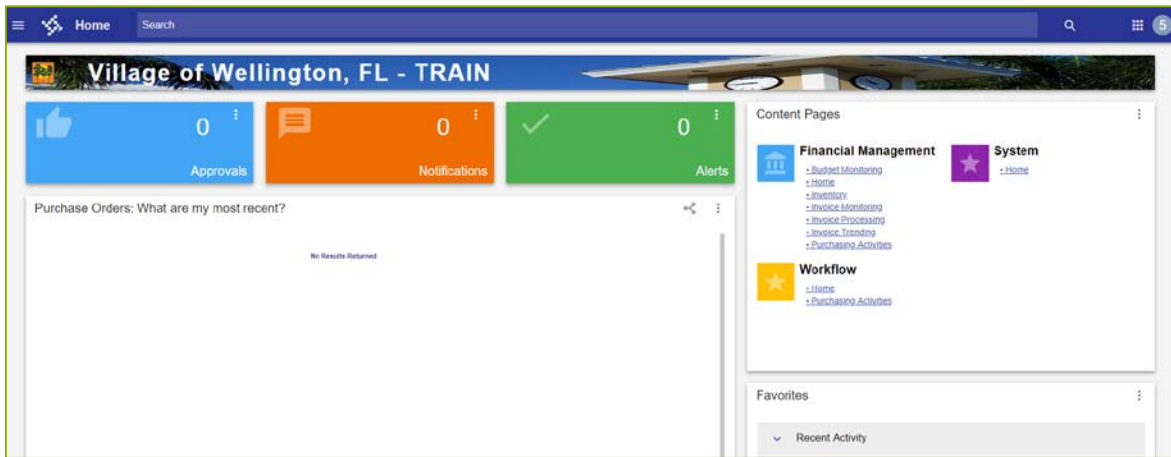
- Select the following small cards for your dashboard, and click Next and Done.

(Your screen will take a minute to refresh after clicking Done)



Setting up the Dashboard

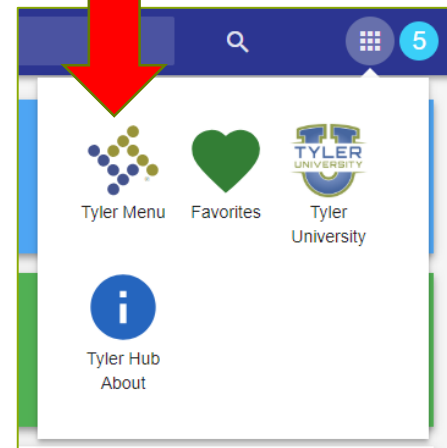
- At-a-glance notifications and approvals
- Set up favorite menu selections



Click on "waffle"
icon

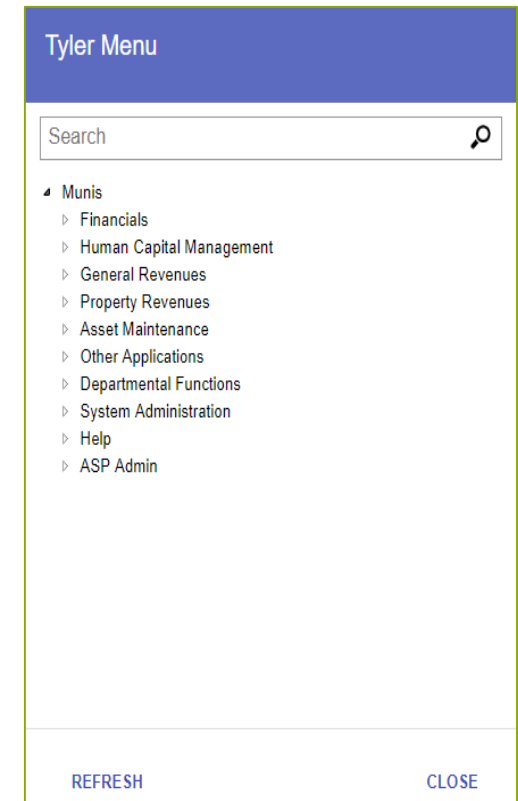


Click on Tyler
Menu



Menu

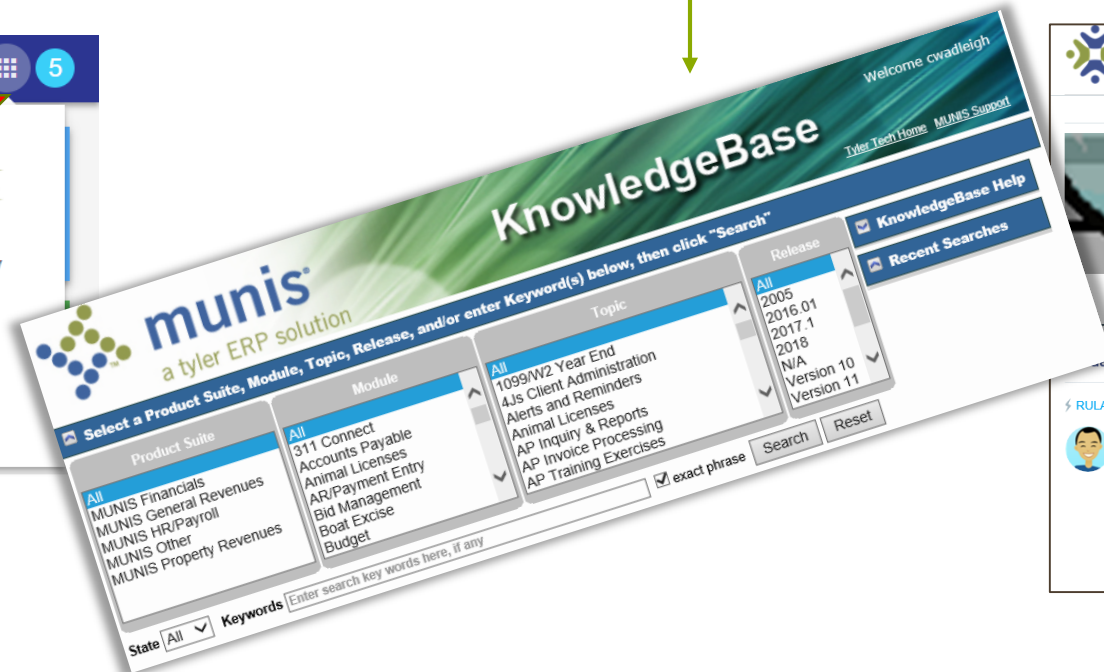
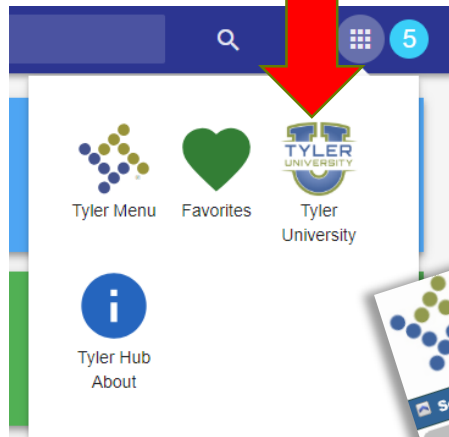
- Verify that your menu loads!!!



Tyler University

- Step-by-step instructions for each process

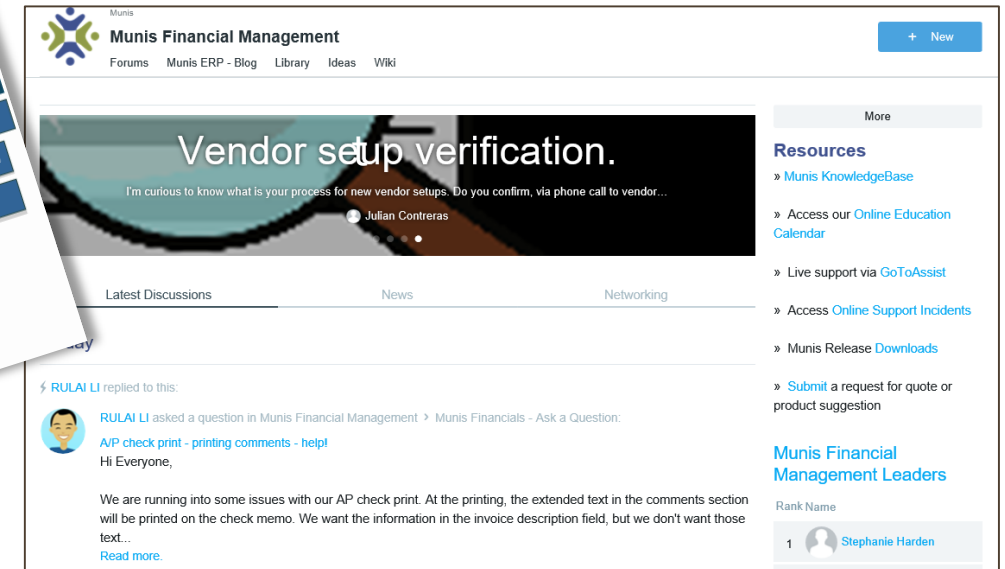
Click on Tyler University



Tyler Community

<https://tylercommunity.tylertech.com/>

- Sign up for discussion threads on multiple subjects
- Submit questions and exchange best practices
- Browse *Munis KnowledgeBase* for documentation



You are ready for your Munis Training classes!

- January 8-10
- January 15-17
- Munis Go Live – February 1, 2019

If you require assistance with logging in, please contact the Help Desk at support@wellingtonfl.gov / ext 2518

If you have questions about the training schedule or content, please contact Christine Wadleigh at cwadleigh@wellingtonfl.gov / ext 4111