

## Prerequisite - IBM ID Creation

This is a prerequisite to the AskProcurement Agentic AI Bootcamp. Please follow the instructions to create your IBM ID.

### Table of Contents

- Step 1. Create Your IBM ID
  - Step 2. Verify Your Email
  - Step 3. Log In
  - Step 4. Set Up Multi-Factor Authentication
- 

## Step 1. Create Your IBM ID

- Go to the "Create your IBM account" page at [this address](#).

The screenshot shows the 'Create an IBMID' form on the IBM website. The left side features a decorative background grid of blue dots and lines. The right side contains the following fields:

- Account information:** Business email (input field with placeholder 'Email is required') and Password (input field).
- Personal details:** First name, Last name, Country or region of residence (dropdown menu showing 'United States of America'), and Company (input field).
- Next steps:** A 'Next' button and a 'Verify email' checkbox.
- Submit:** A large grey 'Submit' button.

At the top right, there's a 'Sign up with Google' button. At the bottom left, there's a link to 'Your privacy choices'.

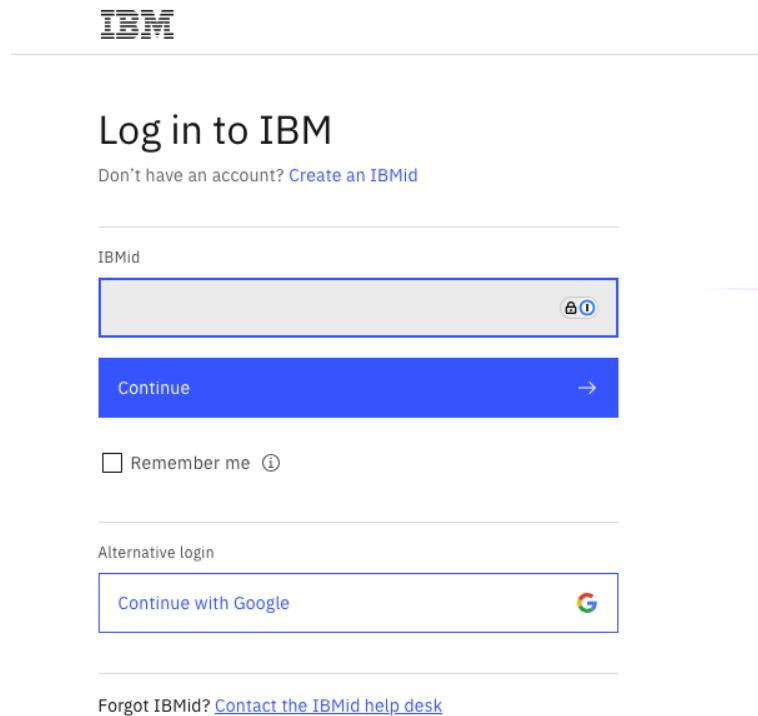
## Step 2. Verify Your Email

- Once filled out, select **Next**
- You should receive an email with a **7-digit verification code**
- Follow the prompt to enter the verification code

The screenshot shows the IBM account creation interface. On the left, there's a decorative background with a grid of blue dots. At the top, it says "Welcome to IBM" and "Create an account to access trials, demos and services." On the right, the "Create an IBMid" form is displayed. It includes a "Sign up with Google" button. Below it, there are sections for "Account information" and "Verify email". Under "Verify email", it says "We emailed a 7 digit code to zack.phillips2@outlook.com. This code will expire in 30 minutes." A red error message "A verification code is required in order to create an account." is shown above a "7 digit code" input field. There's also a "Resend code" link and a note about privacy statements. At the bottom, there's a "Submit" button.

## Step 3. Log In

- Log in at <https://cloud.ibm.com/> with your newly created credentials



The screenshot shows the IBM login page. At the top, there is a logo with the word "IBM". Below it, the heading "Log in to IBM" is displayed. Underneath the heading, there is a link "Don't have an account? [Create an IBMid](#)". The main input field is labeled "IBMid" and contains a placeholder icon. Below the input field is a blue button with the text "Continue" and a right-pointing arrow. To the left of the "Continue" button is a checkbox labeled "Remember me" with a help icon. Further down, there is a section titled "Alternative login" containing a "Continue with Google" button, which includes the Google logo.

IBMid

Log in to IBM

Don't have an account? [Create an IBMid](#)

IBMid

Continue →

Remember me  ⓘ

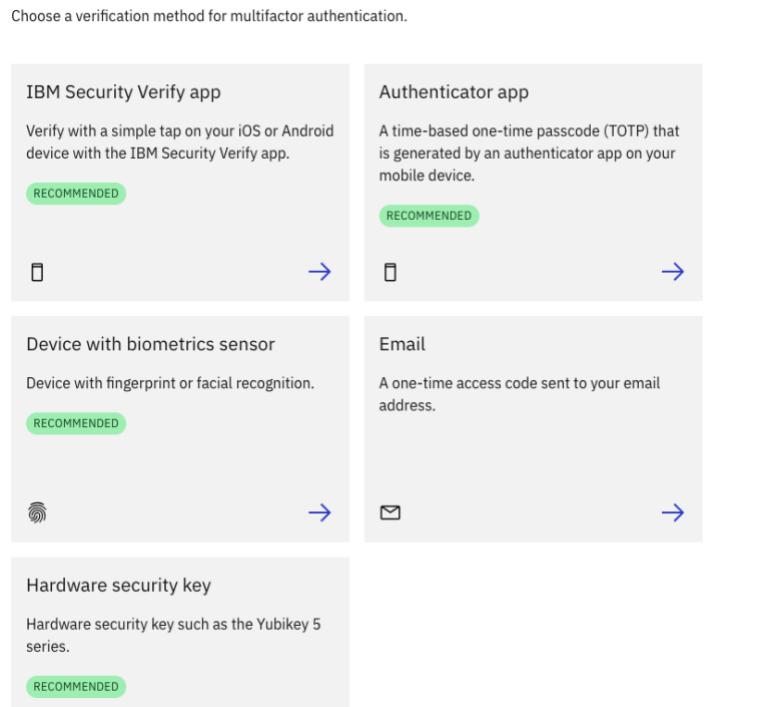
Alternative login

Continue with Google 

Forgot IBMid? [Contact the IBMid help desk](#)

## Step 4. Set Up Multi-Factor Authentication

- Choose **Email**, unless there is another method of preference



- Enter your email address, and click **Send code**

IBM

Multifactor authentication enrollment  
for email

Enter your email address

This email address is used for two-step verification. An OTP is sent to your email.

Email address	
Send code	→

Use another method

- Enter the last 6-digit code received, and click **Verify**

## Enter the code sent to your email

---

For added security, we sent a 6-digit code to  
**[zack.phillips@gmail.com](mailto:zack.phillips@gmail.com)**.

Please enter the code below within 20 minutes

Enter email code

V9824-  

**Unlock 1Password**

**Verify**

- Receive a confirmation upon successful enrollment, click **Done**

## Enrollment successful

---

**Email was added**

[zack.philxxxx@gmail.com](mailto:zack.philxxxx@gmail.com)

You can manage your verification methods and devices  
from [Security settings](#).

[Add additional methods](#) →

---

[Done](#)

**Congratulations!** You completed the IBM ID creation process. Please share your **email address** with the event organizer to receive the lab environment.