



How to Set Up a LinkUW Jira Account

The first time you fill out the LinkUW Online Form, you will be prompted to create a new LinkUW Jira account.

Note: This is **not** connected to your Wisc ID, so when your NetID password changes, this password will **not** change. **Please use your wisc.edu email address to sign up.**

How to create a LinkUW Jira Account

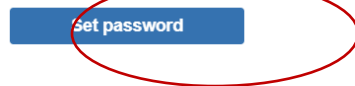
1. Visit the [LinkUW Customer Portal](#).

The first screenshot shows the 'Help Center' page with the heading 'Enter your email to log in or sign up'. Below this is an 'Email address' input field and a red 'Next' button. The second screenshot shows the 'Help Center' page with the heading 'Sign up to continue'. Below this is an 'Email address' input field containing 'vanessa.herald@gmail.com' and a red 'Sign up' button. Both buttons are circled in red in the original image.

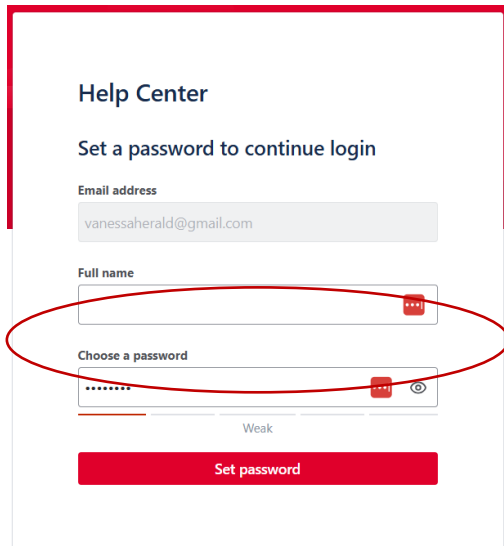
2. Enter your wisc.edu email address to begin. Then click the “next” button.
3. You will be prompted to click the “sign up” button. Click the button.
4. A “set password” link will be sent to the email address you used in step one.
5. Click on the “Set password” link in your email. You will be redirected to a page to create a password.

Help Center <jira@linkuw-prod-jira.atlassian.net>
to me ▾

Follow the link below to set your password. For security, don't share this link with anyone.



6. Add your full name. Create a password that you can remember. Remember, this password will **not** change if you change your NetID password. Click the "set password" button.



7. Once you complete this step, you will have an active LinkUW Jira account and will have the ability to sending requests to LinkUW using the online form.
8. When compete, you will be redirected to the LinkUW Customer Portal. From here, click on the "LinkUW Request Form" to submit a request.

Help Center / LinkUW Customer Portal

LinkUW Customer Portal

Welcome! You can raise a request for LinkUW using the options provided.

What can we help you with?



LinkUW Request Form

General request form for LinkUW

In the future, to sign into your LinkUW Jira account, you will use the email address and password you selected in the steps listed above.

To submit a request to LinkUW, you will need to fill out the online form. If you are unable to create an account after following these instructions, please contact LinkUW the following ways:

- Send an email to help.linkuw@wisc.edu
- Visit [LinkUW during one of the walk-in hours](#)
- Call LinkUW at (608) 262-8100

ESPAÑOL / SPANISH

Si quiere solicitar servicios de traducción o interpretación en español por favor llame a la Oficina de Servicios Lingüísticos y Culturales (Oficina de Recursos Humanos) al (608) 263-2338; (608) 263-0623 o al (608) 265-0838. O escribanos al correo electrónico spanish-cla@wisc.edu. Gracias.

HMOOB / HMONG

Yog koj xav tau kev pab txhais ntawv los lus Hmoob, thov hu rau *Cultural Linguistic Services (Office of Human Resources)* rau (608) 263-2217 los xa ntawv rau hmong-cla@wisc.edu. Ua Tsaug.

བོད་སྐད་ / TIBETAN

ཁྱེད་ལ་བོད་སྐད་སྒྲིག་སྒྲུབ་སྒྱུར་དང་ཡིག་སྒྲུབ་ཀྱི་ཚོགས་རྩིས་དགོས་ཆེ། རིག་གཞུང་སྐད་ཡིག་ཞབས་ཞུ་ཁང་ (ལས་ཁྱེད་བདག་གཞེས་ལས་ཁུངས་) ལ་ཁ་པར་
(608) 890-2545 རྩིས་སྒྲིག་འཕྲིན་ tibetan-cla@wisc.edu ལ་འབྲེལ་བ་གནང་ཚོགས་ཞུ། ལུགས་རྗེ་ཆེ།

中文 / CHINESE

如果您需要中文笔译或口译服务，请联系文化语言服务中心（人力资源办公室），电话
(608) 890-2628或电子邮箱 chinese-cla@wisc.edu。谢谢！

नेपाली / NEPALI

यदि तपाईंलाई नेपाली भाषाको अनुवादन वा उल्था सेवा आवश्यक भएमा, कृपया सांस्कृतिक भाषागत सेवा,
(मानव संसाधन कार्यालय) को (608) 262-7521 वा nepali-cla@wisc.edu मा सम्पर्क गर्नुहोला । धन्यवाद ।