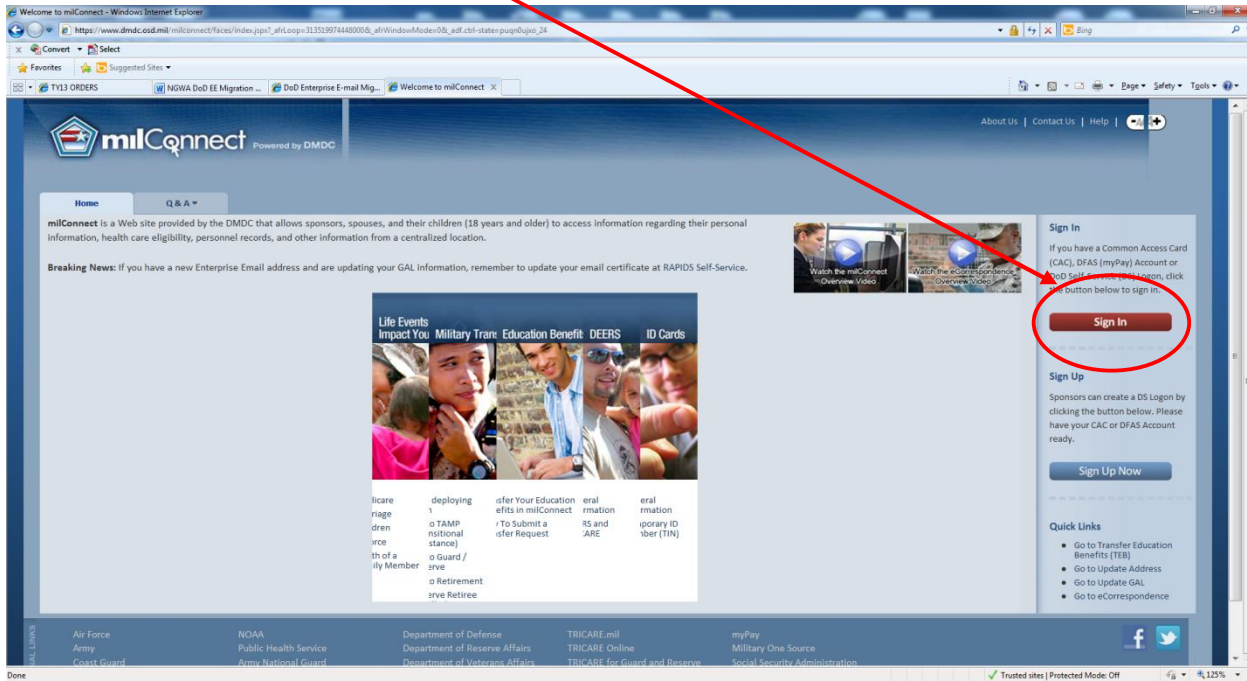
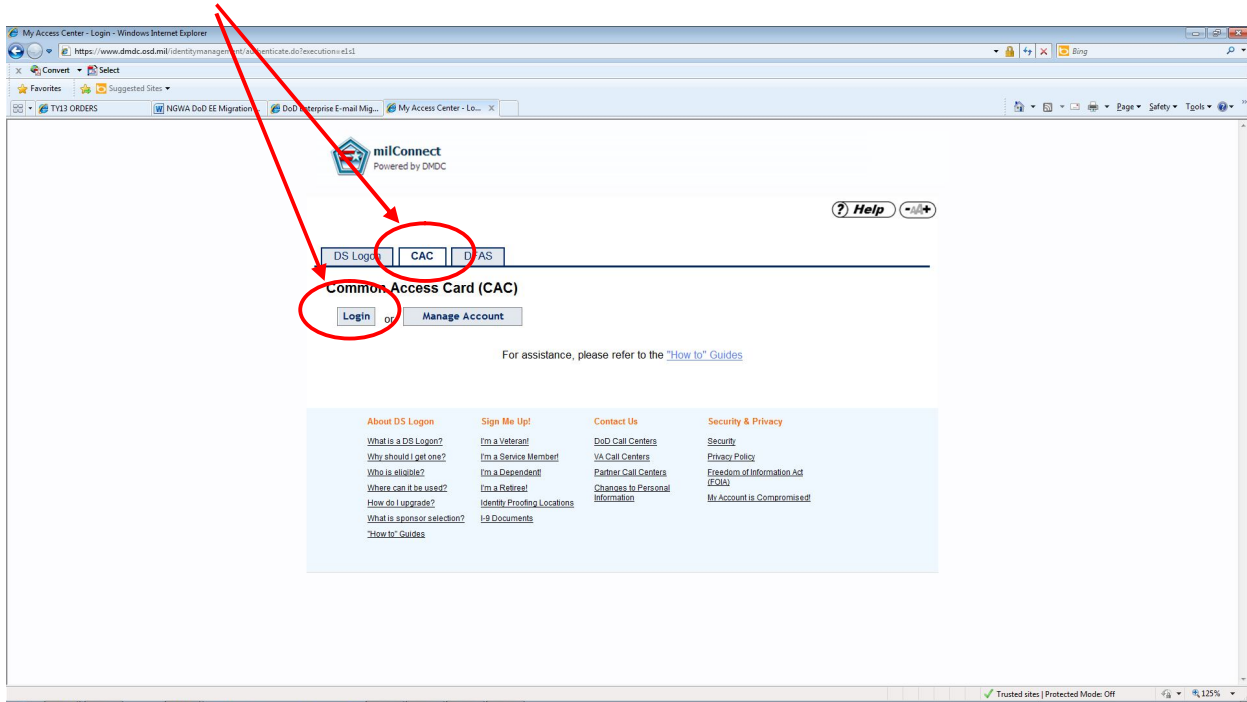


milConnect Website Data Entry Instructions

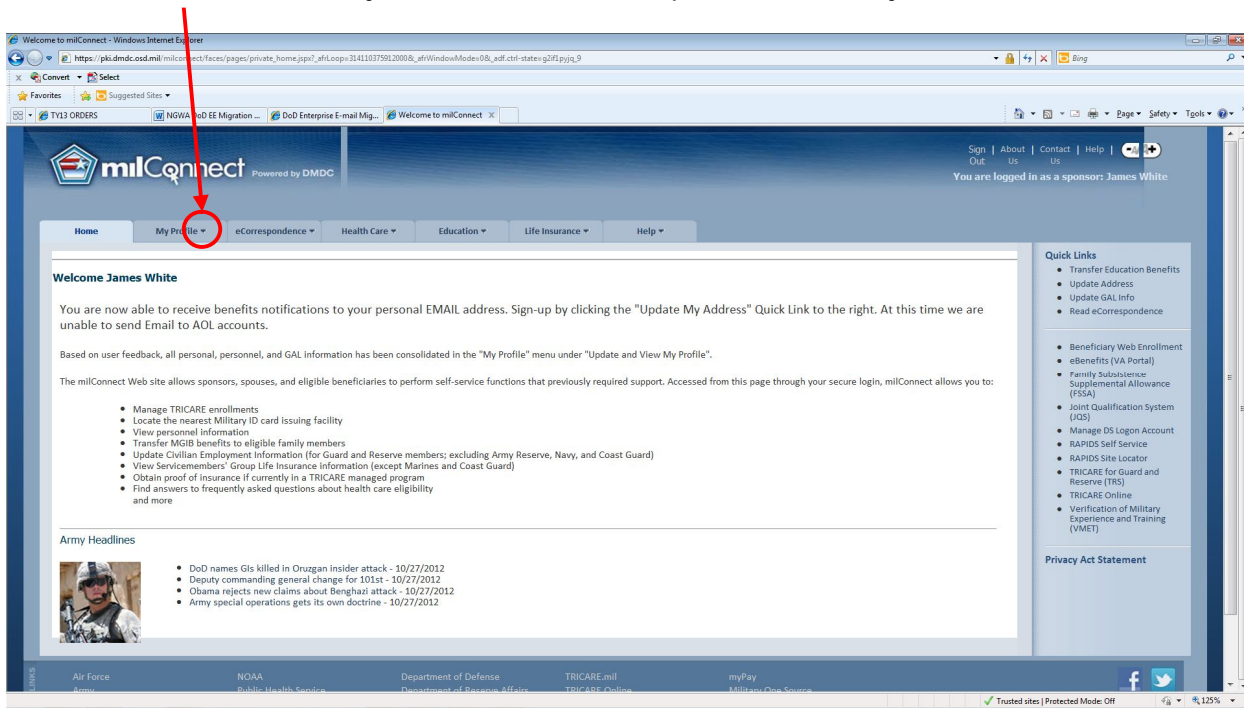
Sign In to the milConnect website at <https://www.dmdc.osd.mil/milconnect>



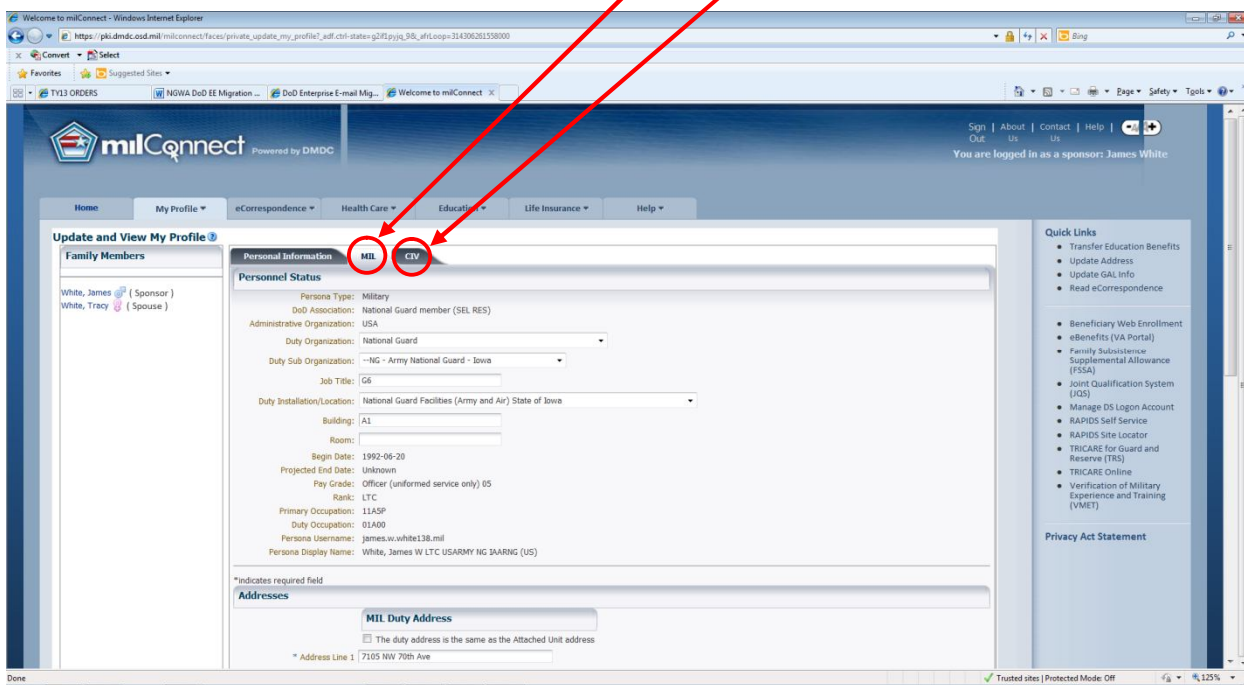
Select the CAC tab and then the Login button. **Select the highest numbered, non email certificate to login.**



Select the arrow next to the My Profile tab, and select Update and View My Profile



Update required information below under **BOTH** the MIL and CIV tabs:



- 1) Duty Organization: National Guard
- 2) Duty Sub Organization: NG – Army National Guard – Iowa
- 3) Job Title: Your Military Job Title
- 4) Duty Installation/Location: National Guard Facilities (Army and Air) State of Iowa
- 5) MIL Duty Address: As appropriate
- 6) Attached Unit Address: As appropriate
- 7) Phone/Fax Numbers: As appropriate (DSN prefix for CONUS is 312)
- 8) Make sure that you select the Submit button at the bottom of the page!!!!**