



## MyGov Collaborator Interface

MyGov's intuitive Collaborator Interface allows you to participate directly with the City of Canyon and is equipped with a dashboard that automatically updates in real-time, allowing you to stay up-to-date on all projects.

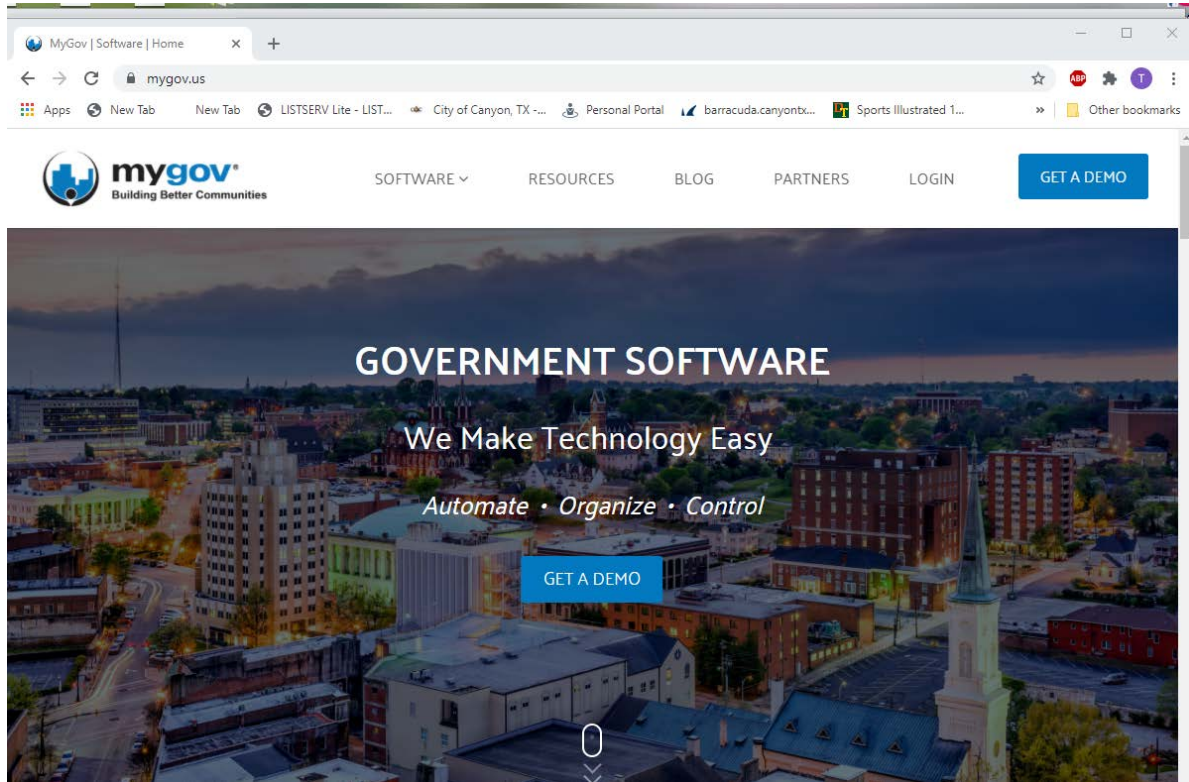
### **Becoming a Collaborator/User:**

1. A person may request access to collaborate with the City of Canyon by creating a new Collaborator account.
2. The City of Canyon may extend an invitation to anyone they wish to become a collaborator.

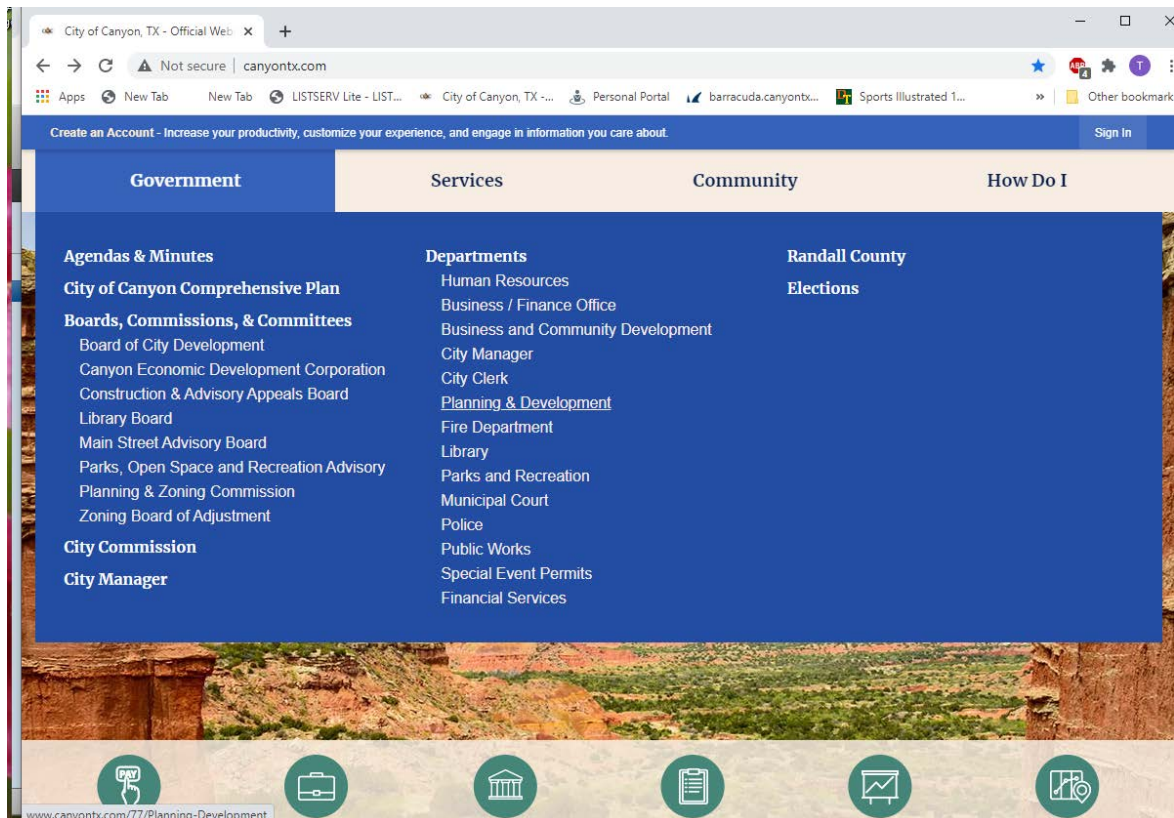
### **Creating a Collaborator Account:**

1. Go to [www.mygov.us](http://www.mygov.us) and use 2<sup>nd</sup> button from the right to login or you can go to the City of Canyon Website at [www.canyontx.com](http://www.canyontx.com) hover over departments and click on Planning & Development page. The MyGov button is under the picture 2<sup>nd</sup> button from the left. (see screenshots).
2. On MyGov site you will have to select an agency which will be the City of Canyon and click sign up
3. When setting up your account you will have to choose your platform. (i.e.: windows or apple) Download Application on bottom right.
4. Choose become a collaborator in the middle of the screen.
5. Fill in all information and check box the agree to Terms of Service box.
6. Click create account.
7. Complete all the information on your Contact Record.
8. Click save contact.
9. Click the check boxes by the cities you want to work with.
10. Click send request.
11. Check your email for a message to validate your email address.
12. Click the Validate Email button in the email.
13. Check your email for a message when the city responds to your request.
14. Click collaborator login.

Step 1 – [www.mygov.us](http://www.mygov.us) second button from the right - login



Or – [www.canyontx.com](http://www.canyontx.com) hover over government and click on Planning & Development



## Planning & Development Page

City of Canyon, TX - Official Website

Not secure | canyontx.com/77/Planning-Development

Apps New Tab New Tab LISTSERV Lite - LIST... City of Canyon, TX -... Personal Portal barracuda.canyontx... Sports Illustrated 1... Other bookmarks

Create an Account - Increase your productivity, customize your experience, and engage in information you care about. Sign In

Government Services Community How Do I

city of CANYON TEXAS

Planning & Development

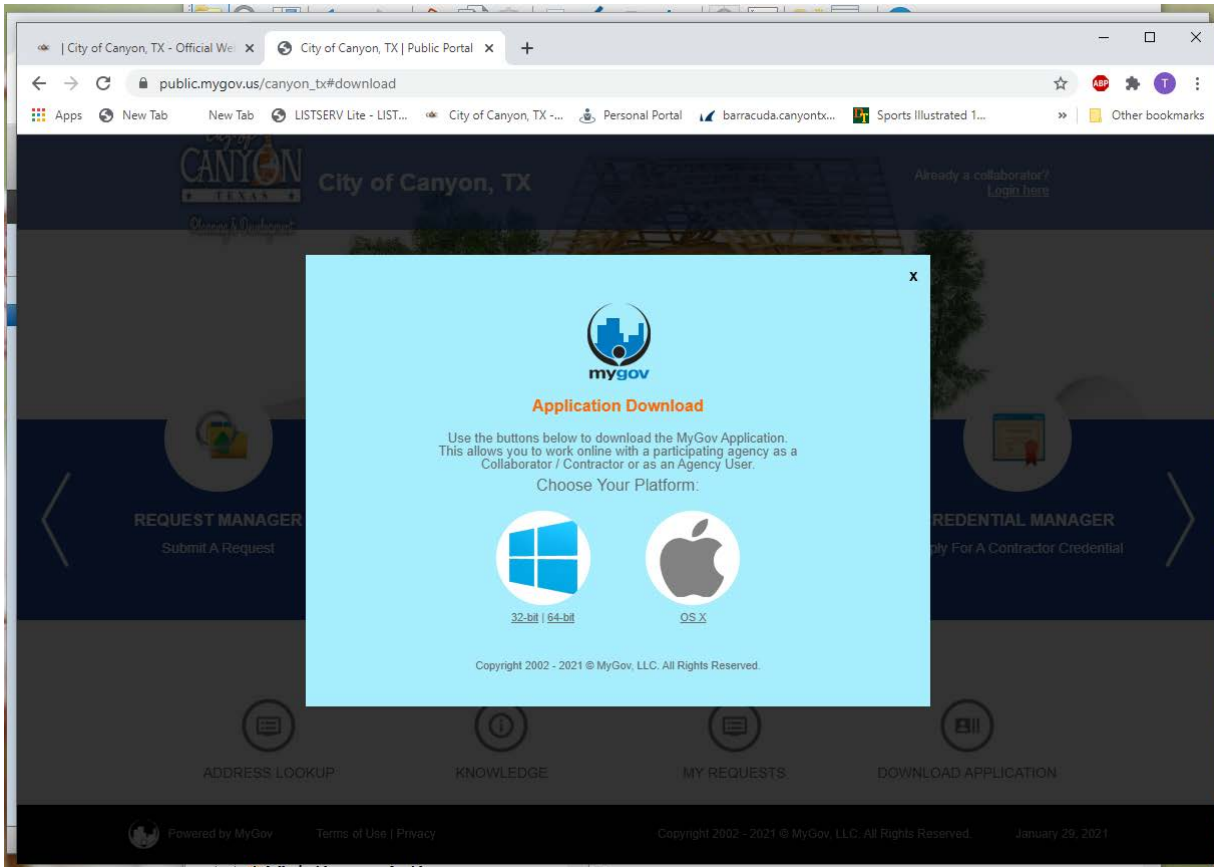
SEARCH...

Codes Mygov Licensing Nuisances Permits Zoning & Floodplain Management

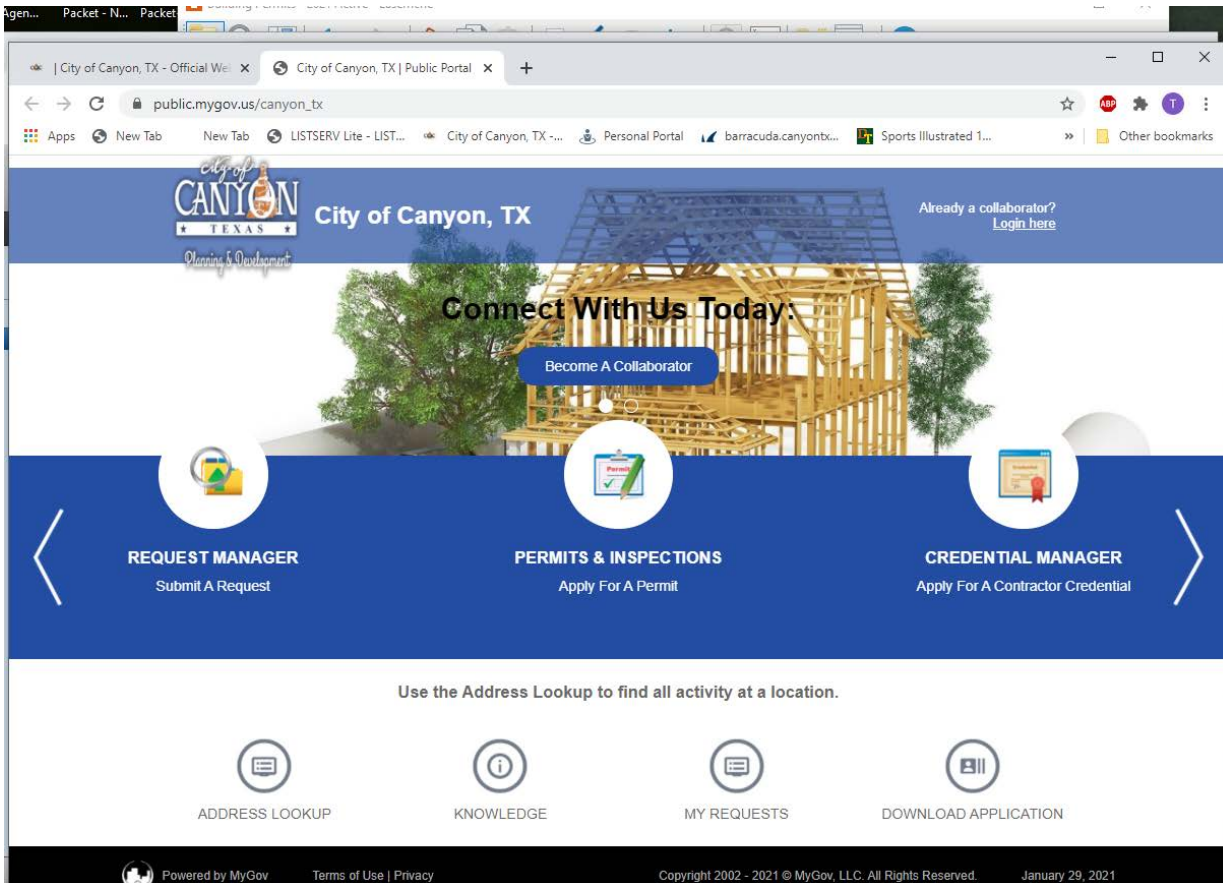
2<sup>nd</sup> Button from the left is MyGov access.



Choose platform.



Then choose Become a Collaborator button in center of the picture.



Enter all the information listed below and check the box to agree to terms of service.

City of Canyon, TX - Official We | City of Canyon, TX | Public Portal | New Collaborator Account - MyC

web.mygov.us/oac/collaborators/registration

Apps | New Tab | New Tab | LISTSERV Lite - LIST... | City of Canyon, TX -... | Personal Portal | barracuda.canyonbx... | Sports Illustrated 1... | Other bookmarks

**mygov**

### New Collaborator Account

Please use the form below to create a new Collaborator account.

First Name: \*

Last Name: \*

Email: \*

Password: \*

I have read and agree with the [Terms of Service](#)

**Create Account**

Login as Collaborator: