

How to log in to UKG

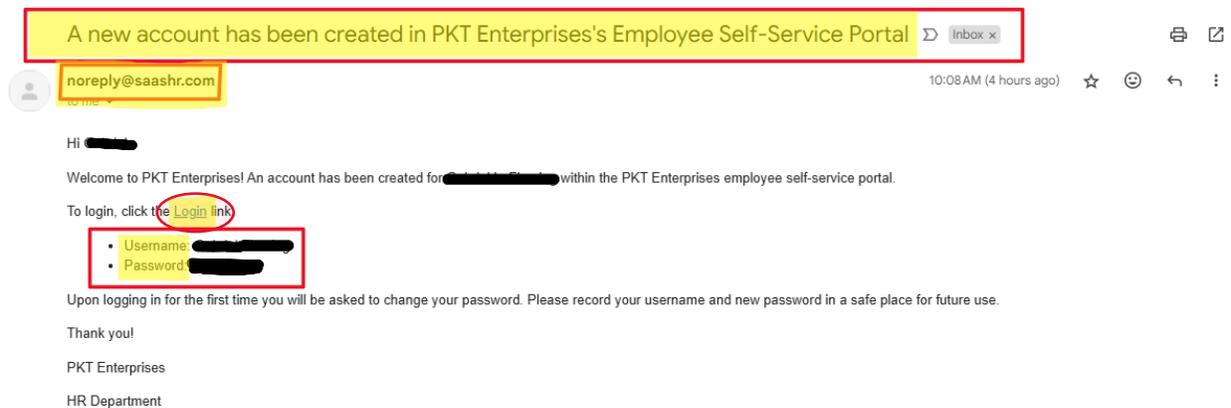
Hello all, this guide below will assist you with logging into UKG. To start please reference your personal email address for the **email** below. This will contain your username and password for UKG.

You will need a company name as well, which is the following

Company name: 6211421

Username: located in the email you received below

Password: your temporary password is in the email you received below



The screenshot shows an email interface with a subject line: "A new account has been created in PKT Enterprises's Employee Self-Service Portal". The sender is "noreply@saashr.com" and the time is "10:08 AM (4 hours ago)". The email body contains the following text:

Hi [REDACTED]

Welcome to PKT Enterprises! An account has been created for [REDACTED] within the PKT Enterprises employee self-service portal.

To login, click the [Login link](#)

- Username: [REDACTED]
- Password: [REDACTED]

Upon logging in for the first time you will be asked to change your password. Please record your username and new password in a safe place for future use.

Thank you!

PKT Enterprises
HR Department

Let's verify it's you

How would you like to get your verification code?

- Text message
- Voice call
- Email
- Authenticator app 

Choose 1 option to receive a verification code from

Select phone number

Cancel

Send code

[▶ SMS terms and conditions](#)



Ready

Enter your code

Code sent by text message to ** *** **

Enter your verification code here



Verification Code*

Trust this device and skip this step in the future.

Didn't receive a code?

🔄 Resend code in 48 seconds | [Try another method](#)

Cancel

Verify

If you don't select this box then you will have to enter a verification code each time you log in.

Enter the original password from your introduction email here

Change Password

Old Password*

New Password*

Your password must meet the following criteria:

- ✗ 8-64 characters long
- ✗ Password must contain 3 of the 4 following character types:
 - Lower case letter
 - Upper case letter
 - Number
 - Symbol
- ✓ No more than 4 repeating characters
- ✓ Cannot contain username
- ✓ Cannot contain a leading space
- ✓ Cannot contain a trailing space

Example: 1 Love Ice-Cream

The new password can't be one of your last 24 used passwords.



Ready

Create your own security question here

Set Security Question

Security Question*

Security Answer*

Change

[Back to Account Login](#)

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Enter your answer into here your answer must be **at least 5 characters long.**

Please do not share this information with anyone!

Welcome back [user profile]

News and Information Home [gear icon]



My Information



My Pay



My Time



My Company

My mailbox

My To Do Items

1 of 1 0 Rows

Select all (0/0) Saved: [System]



You're all caught up! Check back later for new messages.

Clock

Tuesday, May 13

12:23PM

[CDT]

In / Change

Clock Out

My accrual balances

No Data to Display