

Self-Represented Litigants

How to E-File in Odyssey File & Serve Step 3: Sign In



E-filing Steps

| 1 | Prepare Documents |
|----|---------------------------|
| 2 | • Register |
| 3 | • Sign In |
| 4 | Create New Password |
| 5 | Add Payment Account |
| 6 | Case Information |
| 7 | Party Information |
| 8 | Upload Filings |
| 9 | • Pay Fees |
| 10 | • Review Summary / Submit |



After you have created an account with Odyssey File & Serve, you need to sign in to e-file your documents. If you have not registered as a user, click **Register**. For detailed instructions on how to register for an account see *How to E-File in Odyssey File & Serve Step 2: Register to E-File*.



Click Sign In

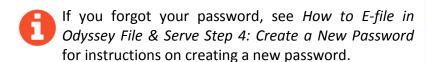
- 1. To sign in to your account visit: https://illinois.tylerhost.net/ofsweb
- 2. The Actions panel is where you sign into Odyssey File & Serve or register as a user.
- 3. Click Sign In.





Enter your email and password

- 1. Enter the email address and password you used when you registered for your Odyssey File & Serve account.
- 2. Click Sign In.







You have successfully signed in to your Odyssey File & Serve account.