ILLINOIS SUPREME COURT COMMISSION ON ACCESS TO JUSTICE

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

Sign in to e-file

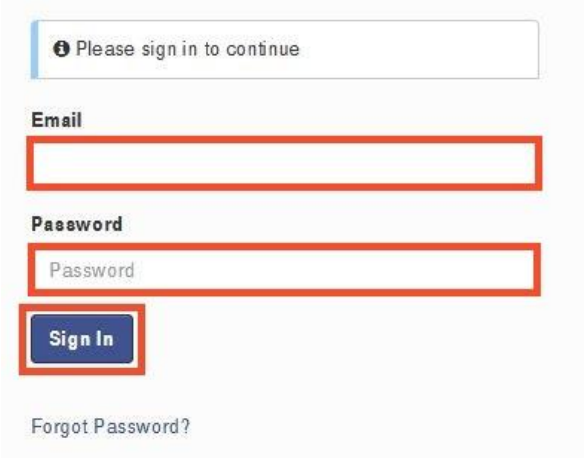
After you have created an account with Odyssey File & Serve, you need to sign in to e-file your documents. If you have not registered as a user, click **Register**. For detailed instructions on how to register for an account see *How to E-File in Odyssey File & Serve Step 2: Register to E-File*.

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**.



If you forgot your password, see *How to E-file in Odyssey File & Serve Step 4: Create a New Password* for instructions on creating a new password.

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