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Create PTAB E2E Account

In order to use the PTAB E2E system to create a petition or participate as patent owner counsel, a user must first create an account in PTAB E2E. Google Chrome is the preferred browser for the PTAB E2E system.

1.1 User Registration (Create an Account)

When initially going to the PTAB E2E homepage—<https://ptab.uspto.gov>—the user may select the “Create an account” link at the bottom of the “Log In” box (see Figure 1):

The screenshot shows the PTAB E2E Home screen. At the top, there is a navigation bar with links for Home, PRPS, Contact PTAB Admin, and Search. Below this is a large blue header with the text "Log In". The main content area is titled "Welcome to PTAB E2E" and contains a paragraph of text: "This system currently handles **Inter Partes Review (IPR)**, **Post Grant Review(PGR)**, **Covered Business Method Patents (CBM)** Trials. If your trial type is Derivation AIA Review (DER) please proceed to the Patent Review Processing System (PRPS) .". Below the text are two input fields: "* Username" with the placeholder "Enter your username" and "* Password" with the placeholder "Enter your password". A blue "Log In" button is positioned below the password field, and a "Forgot Password?" link is located to its right. At the bottom of the page, a "Create an account" link is highlighted with a red rectangular box.

Figure 1: PTAB E2E Home screen

This link will go to the following sign-up screen, where the user can register for a PTAB E2E account by entering their personal information, name, email address, phone number, and password (see Figure 2). The email address will become the PTAB E2E username, so make sure that the address is associated with an individual and is not a group email address. The phone number must be entered using numbers only, e.g. “7031235555.” Note that the password must (a) contain at least twelve (12) non-blank characters, (b) use both English uppercase and lowercase letters (A-Z, a-z), and (c) use a mix of letters, numbers, and special characters (!,\$,#,@,0-9). If the user is registered to practice before the USPTO, they must enter their USPTO Registration Number (without any commas, e.g. “10000”). If the user belongs to an organization or law firm, the name of the company or organization should be entered in the Organization Name field. All fields that have an asterisk next to the field name are required.

The screenshot shows the 'Patent Trial and Appeal Board' registration page for new external users. The page is titled 'Patent Trial and Appeal Board' and 'United States Patent and Trademark Office'. The main heading is 'Register a New Account'. The form is divided into three sections: 'Personal Information', 'Account and Security', and 'For Counsel Only'. The 'Personal Information' section includes fields for First Name, Middle Name, Last Name, and Phone Number. The 'Account and Security' section includes fields for Email, Confirm Email, Password, and Confirm Password. The 'For Counsel Only' section includes fields for USPTO Registration Number and Organization Name. There is a reCAPTCHA widget and a disclaimer at the bottom of the form. The form has a 'Cancel' button and a 'Register' button. At the bottom of the page, there is a link for 'Already have an account? Log in'.

Patent Trial and Appeal Board
United States Patent and Trademark Office

Register a New Account

Personal Information

* First Name

Middle Name

* Last Name

* Phone Number

Account and Security

* Email

* Confirm Email

* Password

* Confirm Password

For Counsel Only

USPTO Registration Number
Leave blank for pro hac vice

Organization Name

I'm not a robot 
Privacy - Terms

Misuse of a United States Government computer system is a crime. 18 U.S.C 1030.

Already have an account? [Log in](#)

Figure 2: Registration Page for new External Users

The user must confirm that he or she is not a “robot” by choosing the appropriate reCAPTCHA images associated with the reCAPTCHA question (see Figure 3). **Note:** If the wrong answers are selected or too much time passes before the “Verify” button is clicked, the reCAPTCHA question will be reset and new reCAPTCHA images must be selected.

The screenshot displays a web form for account creation, divided into three sections: Personal Information, Account and Security, and For Counsel Only. The reCAPTCHA verification is overlaid on the form, showing a grid of nine images. The prompt reads: "Select all images with street numbers. Click verify once there are none left." The images include a street sign with the number 1264, a landscape with a castle, a street sign with the number 29, a building entrance, a bouquet of flowers, a street sign with the number 100, a building facade, a street sign with the number 1, and a street sign with the number 1. A "Verify" button is located at the bottom right of the reCAPTCHA grid. Below the grid, there are icons for "Report a problem" and a "Cancel" button.

Figure 3: Account Creation with reCaptcha Images

Following the reCAPTCHA verification, the prompt will disappear and the user can click on the “Register” button.

The following confirmation message will then appear:



Figure 4: Post Registration Notification

In addition, an email from PTABE2E_System@uspto.gov will be sent to the user's email account. The user must open the email and click on the hyperlink (see Figure 5 below as an example) to validate the e-mail address and the user's newly created account. **Note:** If Google Chrome is not the user's default browser, the hyperlink must be copied and pasted into a Google Chrome browser page.

Please click the link to activate your account <https://ptab-fqt.etc.uspto.gov/#!/activate?activationToken=c948373c6a654716bf26b5c85fe38ca2>

Figure 5: Validation Email Link

The screenshot shows the "User authentication" page from the Patent Trial and Appeal Board (PTAB) of the United States Patent and Trademark Office. The page prompts the user to enter the verification code that was emailed to them. The verification code is displayed in a text input field as "c948373c6a654716bf26b5c85fe38ca2". A "Submit" button is located to the right of the input field. Below the input field, there is a link that says "Already have an account? Log in".

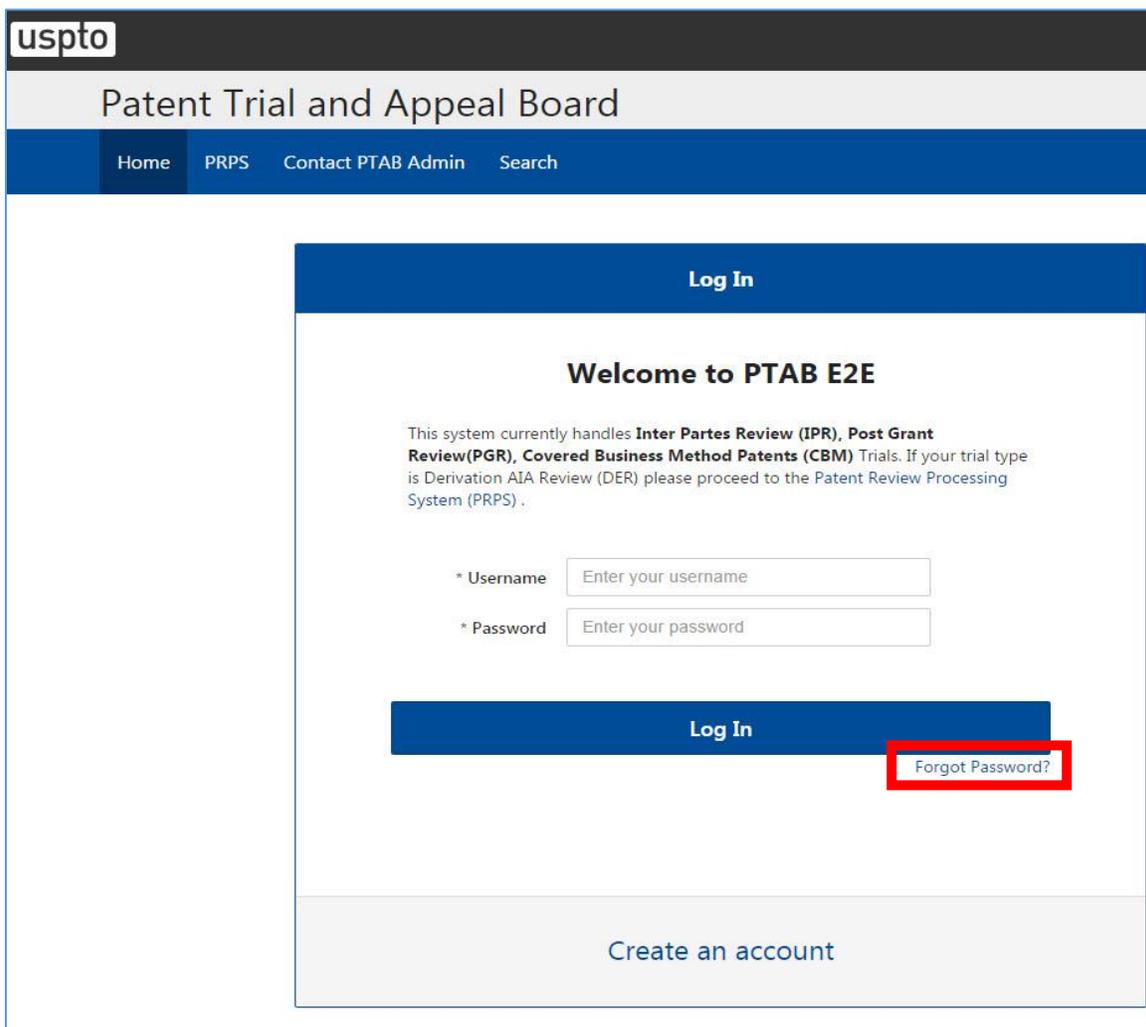
Figure 6: User Validation

The user must click on the “Submit” button (see Figure 6) to activate the account, after which the email address (as the Username) and password may be used to login to PTAB E2E.

If the user does not receive a verification email link from PTAB E2E, he or she should contact the PTAB at 571-272-7822 or by email to PTABE2EADMIN@uspto.gov.

1.2 Forgotten Password and Resetting Passwords

If a user has forgotten their password or needs to reset a password, he or she should click on the ‘Forgot Password’ link on the PTAB E2E home screen, which is located to the lower right below the Log In button:



The screenshot displays the PTAB E2E login interface. At the top, the 'uspto' logo is visible on the left, and the text 'Patent Trial and Appeal Board' is centered. Below this is a navigation bar with links for 'Home', 'PRPS', 'Contact PTAB Admin', and 'Search'. The main content area features a 'Log In' header, followed by the text 'Welcome to PTAB E2E'. A paragraph explains the system's scope: 'This system currently handles Inter Partes Review (IPR), Post Grant Review(PGR), Covered Business Method Patents (CBM) Trials. If your trial type is Derivation AIA Review (DER) please proceed to the Patent Review Processing System (PRPS) .'. Below this are two input fields: '* Username' with the placeholder 'Enter your username' and '* Password' with the placeholder 'Enter your password'. A blue 'Log In' button is positioned below the fields. To the right of the 'Log In' button, the text 'Forgot Password?' is enclosed in a red rectangular box. At the bottom of the page, there is a link that says 'Create an account'.

Figure 6: Forgotten Password Link

On the next screen enter the user's registered email address and click on the "Retrieve my information" button (see Figure 7).

The screenshot shows the PTAB website's "Account Assistance" section. At the top, it reads "Patent Trial and Appeal Board" and "United States Patent and Trademark Office". Below this is a blue header with the text "Account Assistance". The main content area contains the following text: "Enter the email address associated with your PTAB account, then click Continue. We will email you a link to a page where you can create a new password." Below this is a text input field labeled "Email" containing the text "createaccountat@gmail.com". A blue button labeled "Retrieve my information" is positioned below the input field. Below the button is a yellow box with the text: "Forgot or changed your email address? If you have forgotten or changed your email address associated with your PTAB account, you may contact USPTO for help restoring access to your account." At the bottom of the page is a "Log In" link.

Figure 7: Password Retrieval

A confirmation message will appear (see Figure 8) and an automatically generated email will be sent to the user's registered email address.

The screenshot shows the PTAB website's "User authentication verified" page. At the top, it reads "Patent Trial and Appeal Board" and "United States Patent and Trademark Office". Below this is a blue header with the text "User authentication verified". The main content area contains a green box with the text: "Please check your email you will receive a link from PTAB E2E! Click on the link and proceed to reset your password."

Figure 8: Password Retrieval Verification

The user must retrieve the email (from PTAB E2E_System@uspto.gov), [click the](#) link, and enter a new password (see Figure 9). Note that no previously created password may be used. The new password must be entered twice and then submitted by clicking on the "Change Password" button.

The screenshot shows the 'Create Your New Password' form on the PTAB website. The form is titled 'Patent Trial and Appeal Board' and 'United States Patent and Trademark Office'. It includes a blue header with the text 'Create Your New Password'. Below the header, there is a message: 'You need to create a new password before AIA Review. Please enter your new password in both of the fields below.' This is followed by a list of requirements for the new password: 'Your new password must contain:' followed by three bullet points: 'At least twelve (12) non-blank characters', 'Use both English uppercase and lowercase letters (A-Z, a-z)', and 'Use a mix of letters, numbers, and special characters (!, \$, #, @, 0-9)'. There are two input fields: '* New Password' with the placeholder text 'Create a password' and '* Confirm Password' with the placeholder text 'Confirm your password'. At the bottom of the form is a blue button labeled 'Change Password'.

Figure 9: Creating a new Password

Note: Some users who have bookmarked E2E pages with their previous login credentials may need to clear those bookmarks after resetting their passwords.

1.3 Existing PRPS Users

Existing PRPS users will need to login with their email address at the PTAB E2E home screen, as shown in Figure 6, and select the “Forgot Password?” link to create a new password. See Section 1.2 above for the steps.