




California
**Department of
Conservation**
Mine Reclamation

Mines Online Document System (MODS) User Registration Guide

Before you can use MODS to upload documents you must first register and then be approved by Division of Mine Reclamation (DMR) staff.

Using your browser, go to the [MODS register page](#). The page will redirect you to a log in screen that in the future you will use to log in with the credentials you create in this registration process. Click on the “Sign up now” link at the bottom of the window to proceed.


Log In

DOC Employees Click Here to Log In

Log in below if you are not DOC Staff

Email Address

Password


[Forgot your password?](#)

[Sign in](#)

Don't have an account? [Sign up now](#)

Enter the email address that you want to use with MODS and click the “Send verification code” button.

< Cancel



Verification is necessary. Please click Send button.

Send verification code

New Password

Confirm New Password

First Name

Last Name

Create

The application will then send an email to you with a code that you then enter into the Sign Up window and then click the “Verify code” button.

Verify your email address

Thanks for verifying your [redacted] account!

Your code is: 697194




Sincerely,
CA Department of Conservation - DMR


This message was sent from an unmonitored email address. Please do not reply to this message.




< Cancel

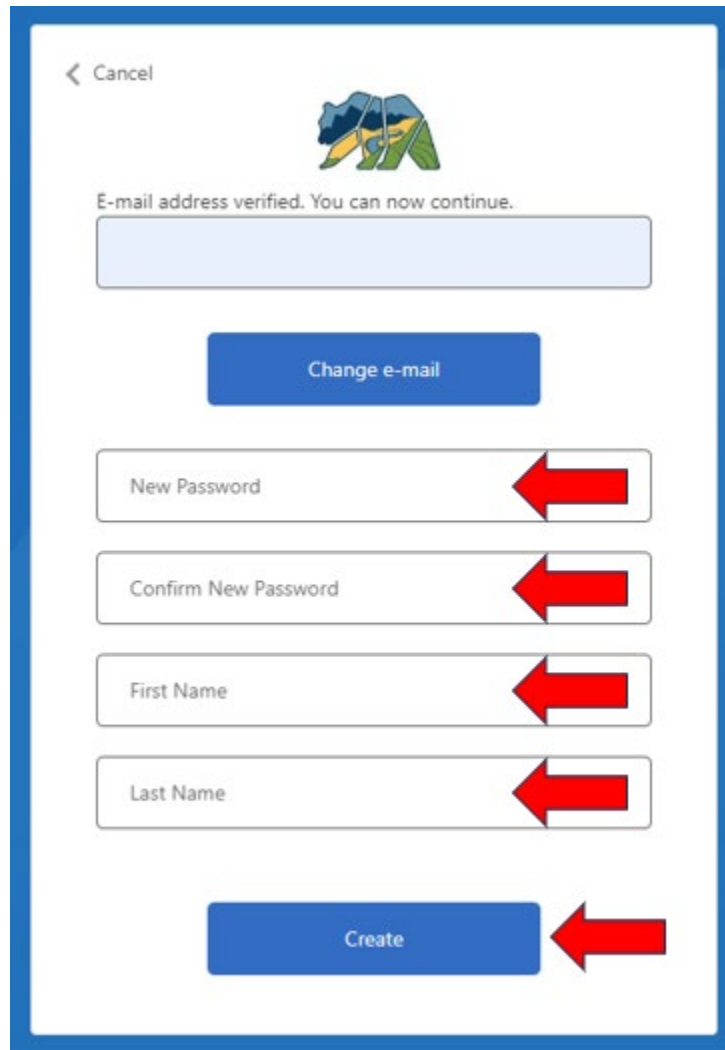


Verification code has been sent to your inbox. Please copy it to the input box below.

Verification code 



After verifying the code, create a password and enter your first and last name using the inputs on the window and select the “Create” button to finalize your registration.

A screenshot of a mobile registration form. At the top left is a back arrow and the text "Cancel". In the center is a logo of a blue and green mountain range with a yellow sun. Below the logo is the text "E-mail address verified. You can now continue." followed by a light blue rectangular box. Below that is a blue button labeled "Change e-mail". There are four input fields: "New Password", "Confirm New Password", "First Name", and "Last Name". Each of these four fields has a red arrow pointing to the right. At the bottom is a blue button labeled "Create" with a red arrow pointing to the right. The entire form is enclosed in a blue border.

Once you're done registering, DMR staff will review your new account and may send you an email requesting further information to confirm your eligibility for using MODS. Once the review is complete you will receive an email confirming you've been granted full access and may then log in and use the [MODS upload page](#) as needed.