



# How to Create an Organization (re-lease/2025-03-17)

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When you first sign up to join the its all auto.com electronic/digital Warrant of Fitness system you will need to enter your organization details.

This guide will walk you through the process of entering details for your automotive organization to create your free online warrant of fitness account with itsallauto.com.

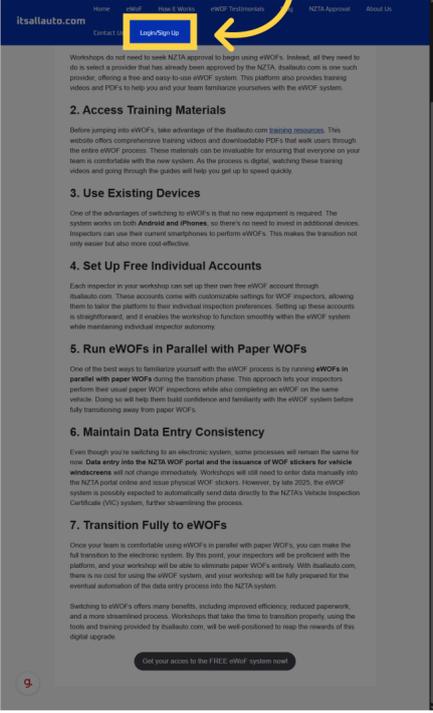
I recommend that you have your phone ready to enter your business details. You can pause the video at any time. Thanks

Go to [itsallauto.com](https://itsallauto.com)

## 01 Click "Get your acces to the FREE eWoF system now!"

To join its all auto.com FREE e Warrant of Fitness system, locate the login/sign up button in the navbar at the top of the screen.

Tap on this button to start the Sign Up, joining process.



The screenshot shows the top navigation bar of the itsallauto.com website. The 'Login/Sign Up' button is highlighted with a yellow box and a yellow arrow pointing to it. Below the navigation bar, the page content includes a paragraph about NZTA approval, followed by seven numbered sections: 2. Access Training Materials, 3. Use Existing Devices, 4. Set Up Free Individual Accounts, 5. Run eWOFs in Parallel with Paper WOFs, 6. Maintain Data Entry Consistency, and 7. Transition Fully to eWOFs. At the bottom of the page, there is a small button that says 'Get your acces to the FREE eWoF system now!'.

itsallauto.com Home eWoF How it works eWoF Testimonials NZTA Approval About Us

Contact Us **Login/Sign Up**

Workshops do not need to seek NZTA approval to begin using eWOF's. Instead, all they need to do is select a provider that has already been approved by the NZTA. Itsallauto.com is one such provider, offering a free and easy-to-use eWOF system. This platform also provides training videos and PDFs to help you and your team familiarise yourselves with the eWOF system.

### 2. Access Training Materials

Before jumping into eWOF's, take advantage of the Itsallauto.com training resources. This website offers comprehensive training videos and downloadable PDFs that walk users through the entire eWOF process. These materials can be invaluable for ensuring that everyone on your team is comfortable with the new system. As the process is digital, watching these training videos and going through the guides will help you get up to speed quickly.

### 3. Use Existing Devices

One of the advantages of switching to eWOF's is that no new equipment is required. The system works on both **Android and iPhones**, so there's no need to invest in additional devices. Inspectors can use their current smartphones to perform eWOF's. This makes the transition not only easier but also more cost-effective.

### 4. Set Up Free Individual Accounts

Each inspector in your workshop can set up their own free eWOF account through Itsallauto.com. These accounts come with customizable settings for WOF inspectors, allowing them to tailor the platform to their individual inspection preferences. Setting up these accounts is straightforward, and it enables the workshop to function smoothly within the eWOF system while maintaining individual inspector autonomy.

### 5. Run eWOFs in Parallel with Paper WOFs

One of the best ways to familiarise yourself with the eWOF process is by running **eWOFs in parallel with paper WOFs** during the transition phase. This approach lets your inspectors perform their usual paper WOF inspections while also completing an eWOF on the same vehicle. Doing so will help them build confidence and familiarity with the eWOF system before fully transitioning away from paper WOFs.

### 6. Maintain Data Entry Consistency

Even though you're switching to an electronic system, some processes will remain the same for **new Data entry into the NZTA WOF portal and the issuance of WOF stickers for vehicle windcreens** will not change immediately. Workshops will still need to enter data manually into the NZTA portal online and issue physical WOF stickers. However, by late 2025, the eWOF system is possibly expected to automatically send data directly to the NZTA's Vehicle Inspection Certificate (VIC) system, further streamlining the process.

### 7. Transition Fully to eWOFs

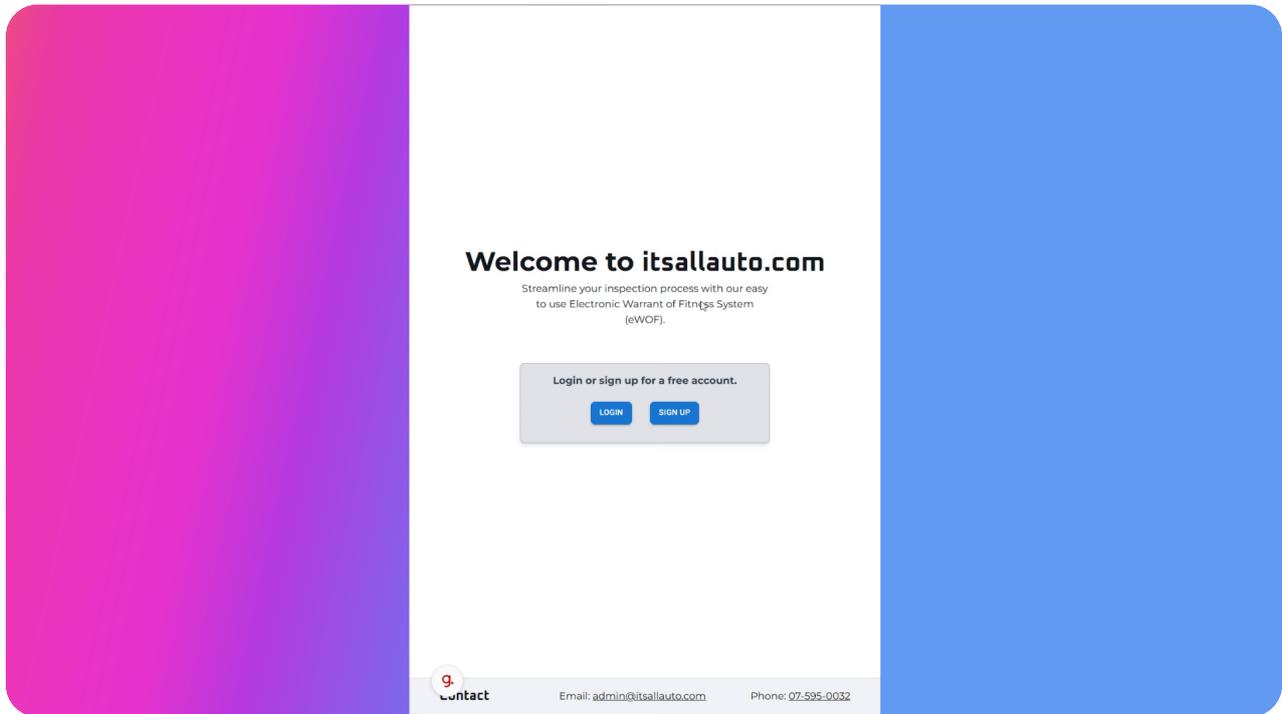
Once your team is comfortable using eWOF's in parallel with paper WOFs, you can make the full transition to the electronic system. By this point, your inspectors will be proficient with the platform, and your workshop will be able to eliminate paper WOF's entirely. With Itsallauto.com, there is no cost for using the eWOF system, and your workshop will be fully prepared for the eventual automation of the data entry process into the NZTA system.

Switching to eWOF's offers many benefits, including improved efficiency, reduced paperwork, and a more streamlined process. Workshops that take the time to transition properly, using the tools and training provided by Itsallauto.com, will be well-positioned to reap the rewards of this digital upgrade.

[Get your acces to the FREE eWoF system now!](#)

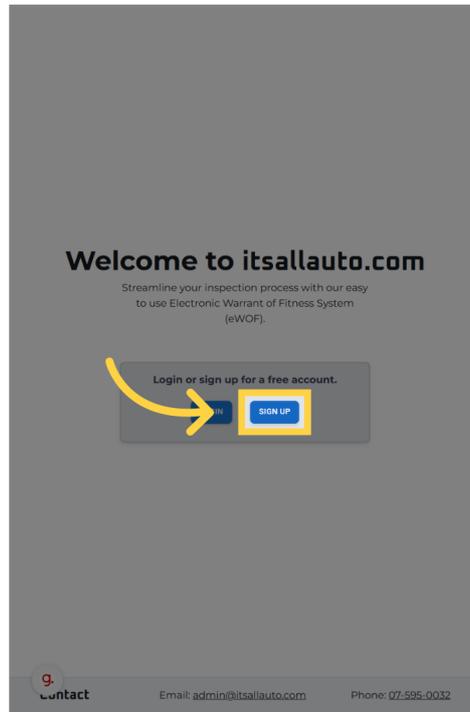
## 02 Go to inspections.itsallauto.com

You will now be on login and sign up page.



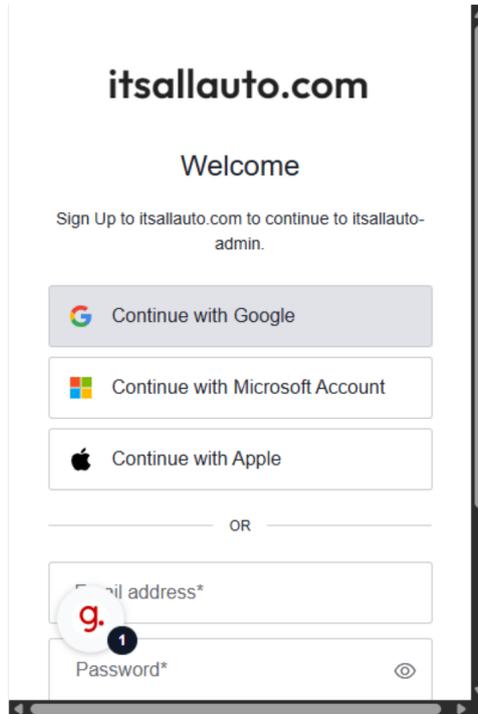
### 03 Click "Sign Up"

If you don't have an account you can make one for free by pressing the sign up button here.



## 04 Select your preferred sign up method

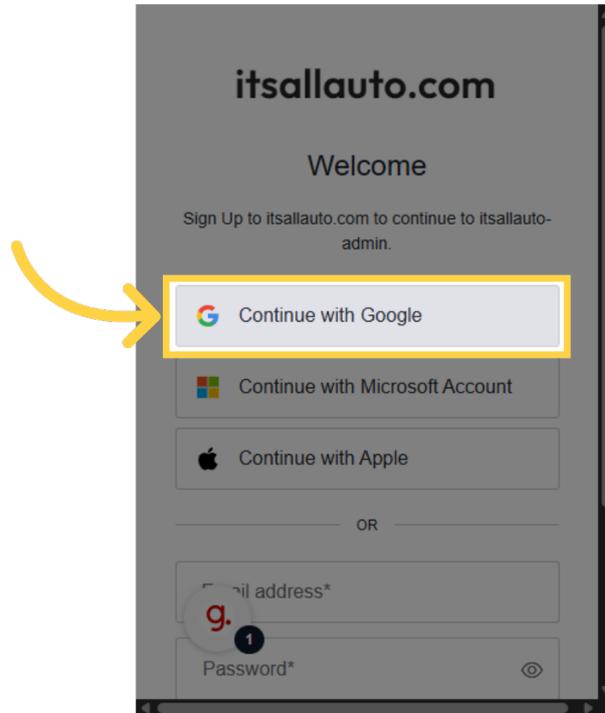
Select the login method you prefer. You can choose from a Google, Microsoft or Apple account.



The screenshot shows the sign-up page for itsallauto.com. At the top, the domain name "itsallauto.com" is displayed in a large, bold, black font. Below it, the word "Welcome" is centered. A message reads: "Sign Up to itsallauto.com to continue to itsallauto-admin." There are three social login buttons: "Continue with Google" (with the Google logo), "Continue with Microsoft Account" (with the Microsoft logo), and "Continue with Apple" (with the Apple logo). Below these buttons is a horizontal line with the word "OR" centered. Underneath, there is a form with two input fields: "Email address\*" and "Password\*". The "Email address\*" field has a red "g." icon and a small "1" in a black circle next to it. The "Password\*" field has a small eye icon to its right. The entire page is framed by a dark grey border, suggesting it's a mobile device screen.

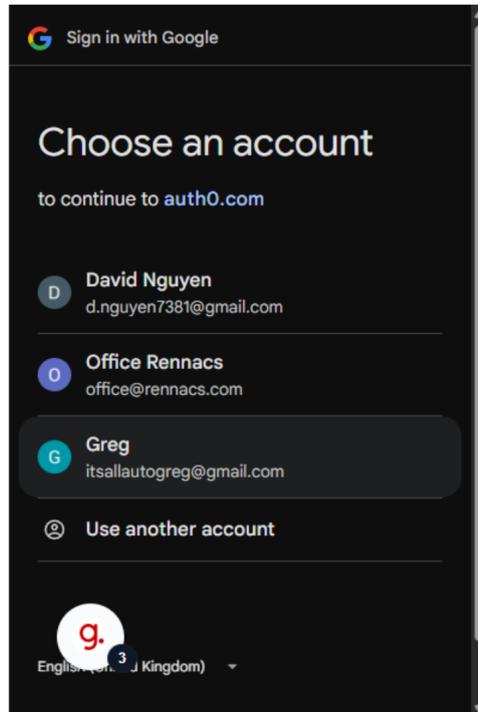
## 05 Click "Continue with Google"

For this demo we will choose Google



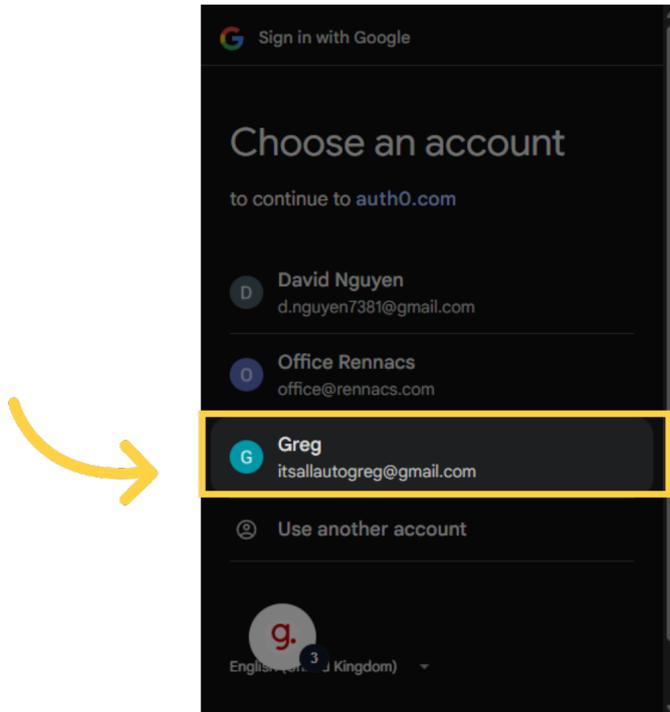
## 06 Choose an account screen should show up

Tap on your account, or select Use another account. If you use another account, you will have to enter in your email, and the password for that email.



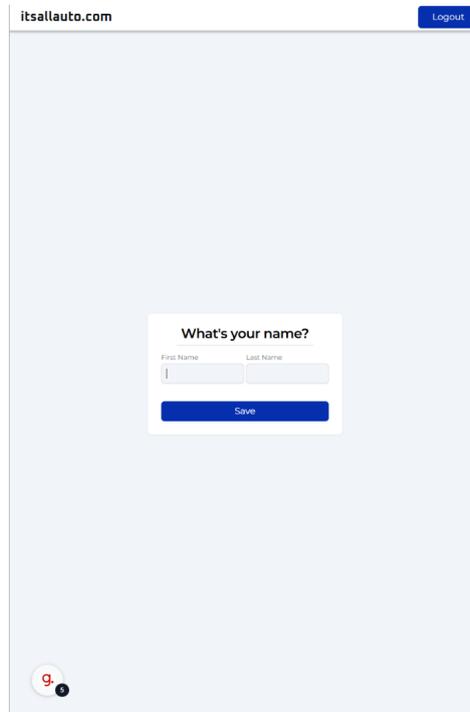
## 07 Select the account you want to use

In this example, we will be selecting the itsallautogreg@gmail.com email.



## 08 Switch back to inspections.itsallauto.com

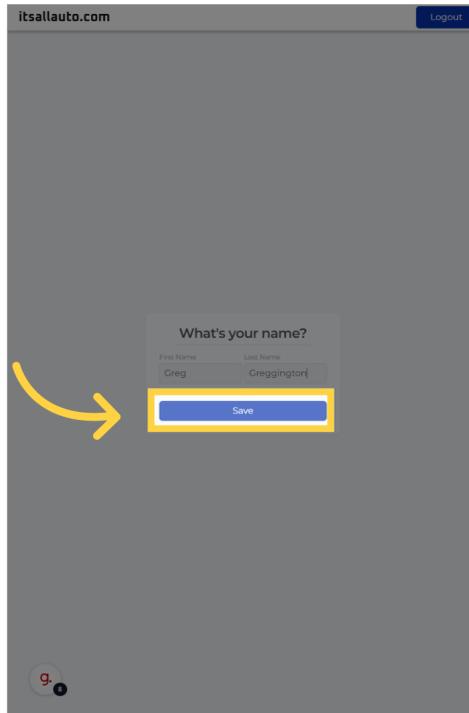
You should now be redirected back to the website and will now be prompted to enter in your details, starting with your first and last name.



The screenshot shows a web browser window with the URL "itsallauto.com" in the top left corner and a "Logout" button in the top right corner. The main content area is a light blue gradient. In the center, there is a white form titled "What's your name?". The form contains two input fields: "First Name" and "Last Name". The "First Name" field has a cursor in it. Below the input fields is a blue "Save" button. In the bottom left corner of the browser window, there is a small circular icon with a red "g" and a black "e" next to it.

## 09 Enter first and last name

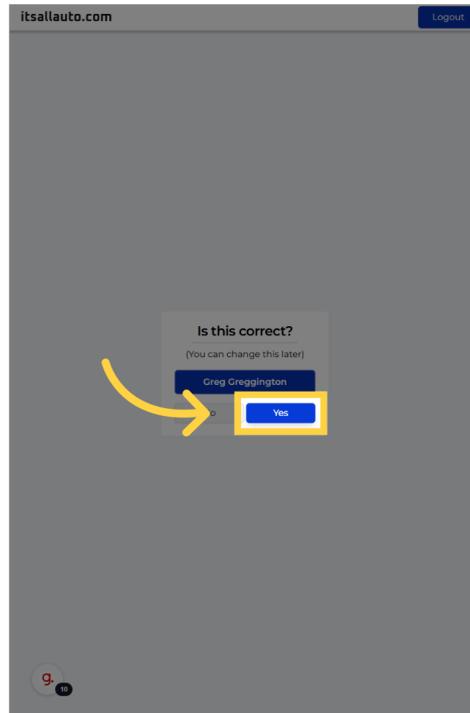
Once you have entered your first and last name, tap on the save button.



The screenshot shows a mobile application interface with a dark gray background. At the top left, the URL "itsallauto.com" is displayed, and at the top right, there is a "Logout" button. The main content is a form titled "What's your name?". The form contains two input fields: "First Name" with the text "Greg" and "Last Name" with the text "Greggington". Below these fields is a blue "Save" button, which is highlighted with a yellow rectangular border. A yellow curved arrow points from the left side of the screen towards the "Save" button. In the bottom left corner, there is a small circular icon with a red "g" and a black dot.

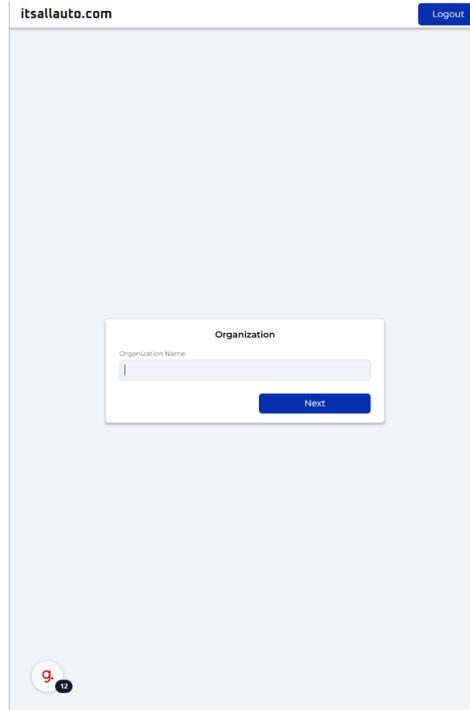
## 10 Confirm details are correct

Confirm that the first and last name you have entered is correct, then tap the Yes button.



## 11 Enter your organization name

You will now be prompted to enter your name.



The screenshot shows a web browser window with the URL 'itsallauto.com' in the top left and a 'Logout' button in the top right. The main content area is a light blue gradient. In the center, there is a white form titled 'Organization'. The form contains a label 'Organization Name' above a text input field. Below the input field is a blue button labeled 'Next'. In the bottom left corner of the browser window, there is a small circular icon with a red 'g' and a black notification bubble containing the number '12'.

## 12 Autofill might pop up

When you begin typing, you might notice a suggestion list for organizations appear. These suggestions will autofill the rest of the upcoming details, and are based on preapproved data that we've curated.

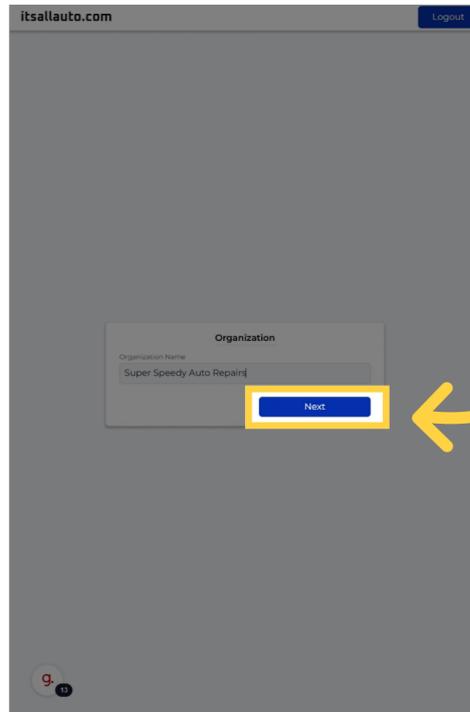
In this example, we will manually enter in all the information.



The screenshot shows a web interface for 'itsallauto.com' with a 'Logout' button in the top right. A modal form titled 'Organization' is centered on the screen. Inside the form, there is a text input field labeled 'Organization Name' containing the text 'Super Speedy Auto Repair'. Below the input field is a blue button labeled 'Next'. A yellow arrow points from the right side of the form towards the input field. In the bottom left corner of the page, there is a small circular logo with a 'g' and the number '17'.

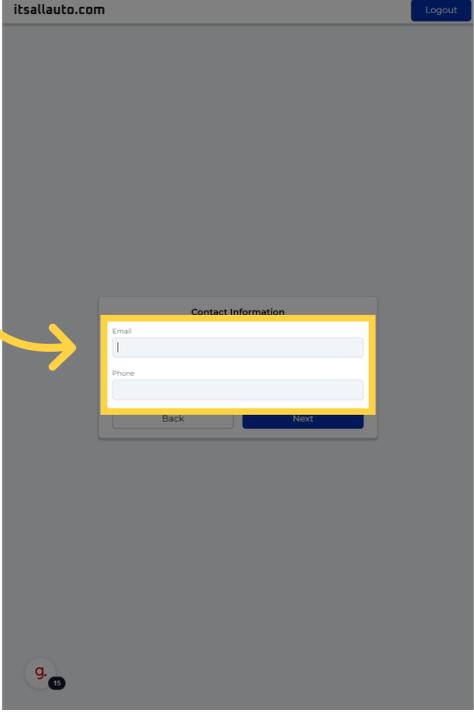
### 13 Click "Next"

Tap the next button when you have entered your organization name.



## 14 Enter email and phone number

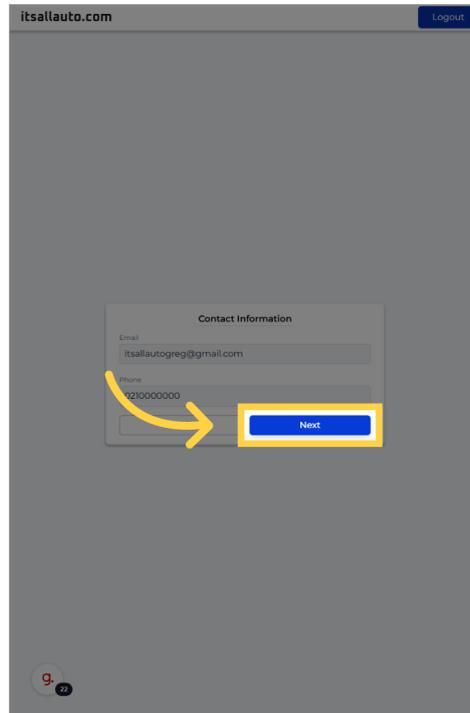
Keep following the prompts



The screenshot shows a web browser window with the URL 'itsallauto.com' in the top left and a 'Logout' button in the top right. The main content area is a dark gray background. In the center, there is a white modal form titled 'Contact Information'. The form has two input fields: 'Email' and 'Phone'. Below the input fields are two buttons: 'Back' and 'Next'. A yellow arrow points from the left side of the page towards the 'Email' input field. In the bottom left corner of the browser window, there is a small circular icon with the letter 'g' and a small '15' next to it.

## 15 Click "Next"

Proceed by clicking "Next."



The screenshot shows a web browser window with the URL 'itsallauto.com' in the top left and a 'Logout' link in the top right. The main content is a 'Contact Information' form. The form has two input fields: 'Email' with the value 'itsallautogreg@gmail.com' and 'Phone' with the value '0210000000'. A yellow arrow points from the 'Phone' field to a blue 'Next' button, which is also highlighted with a yellow border. In the bottom left corner, there is a small circular icon with a red 'g' and a notification badge with the number '22'.

## 16 Enter Address

Select "Address" for address details.



The screenshot shows a web browser window with the URL 'itsallauto.com' and a 'Logout' button in the top right corner. The main content area is a dark gray background. In the center, there is a light gray modal window titled 'Address Details'. Inside this modal, there is a text input field for 'Address' which is highlighted with a yellow border. A yellow arrow points from the left towards this input field. Below the 'Address' field is a 'City' label and an empty text input field. At the bottom of the modal, there are two buttons: a light gray 'Back' button and a dark blue 'Submit' button. In the bottom left corner of the browser window, there is a small circular icon with the number '9' and a notification badge with the number '24'.

## 17 Enter Phone Number

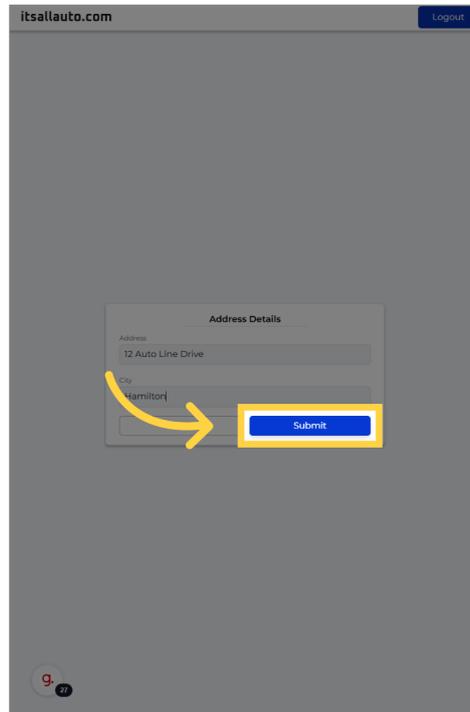
Navigate to the indicated location.



The screenshot shows a mobile application interface for 'itsallauto.com'. At the top right, there is a 'Logout' button. The main content area displays a form titled 'Address Details'. The form contains an 'Address' field with the text '12 Auto Line Drive'. Below the address field is a 'Phone' field, which is highlighted with a yellow border and a yellow arrow pointing to it from the left. At the bottom of the form, there are two buttons: 'Back' and 'Submit'. The 'Submit' button is blue, while the 'Back' button is grey. In the bottom left corner of the screen, there is a small circular icon with the letter 'g' and a notification badge.

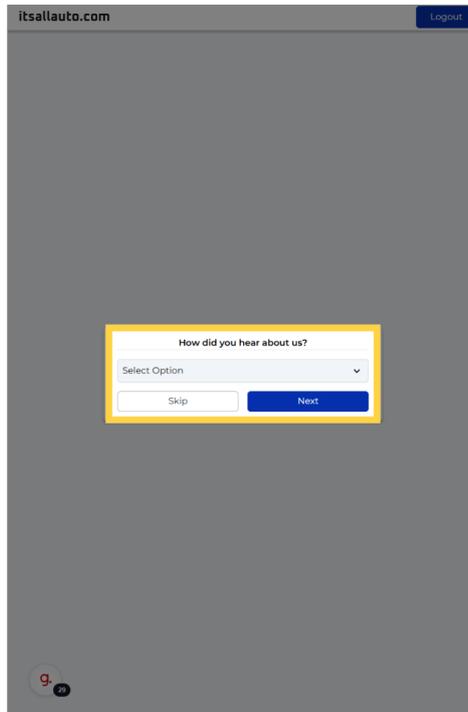
## 18 Click "Submit"

Once you have entered in all your details, tap the submit button.



## 19 How did you hear about us?

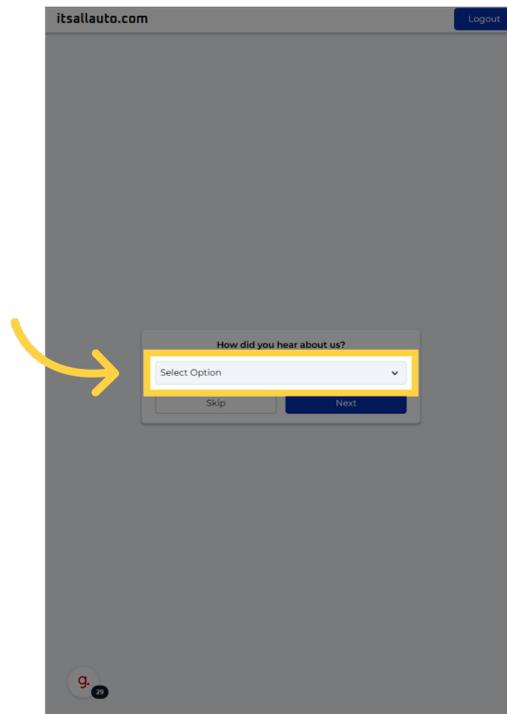
After you have entered all your details, you will be prompted on how you heard about us. If you do not wish to answer, you can tap the skip button. In this example, we will go through this process.



The screenshot shows a mobile application interface with a dark grey background. At the top left, the text "itsallauto.com" is visible, and at the top right, there is a "Logout" button. In the center, a white form box is highlighted with a yellow border. The form has a title "How did you hear about us?" and a dropdown menu labeled "Select Option" with a downward arrow. Below the dropdown are two buttons: a white "Skip" button and a blue "Next" button. In the bottom left corner of the app, there is a small circular icon with a red 'g' and a notification badge showing the number '29'.

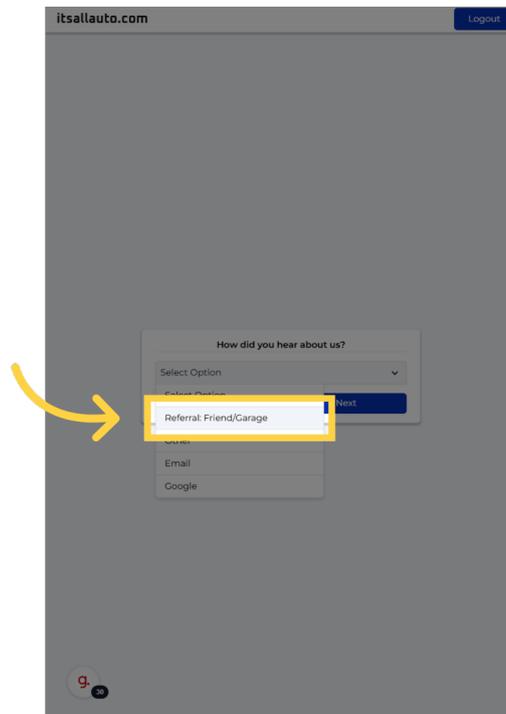
## 20 Click "Select Option"

Tap the dropdown menu to open up the list of options to choose from.



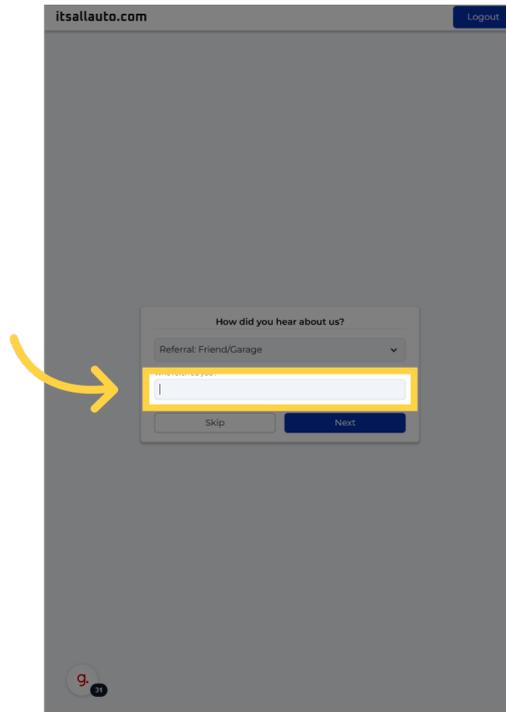
## 21 Click "Referral: Friend/Garage"

Select the option that best describes how you found out about us. In this example we'll select Referral Friend/Garage.



## 22 Enter name of referral friend/garage

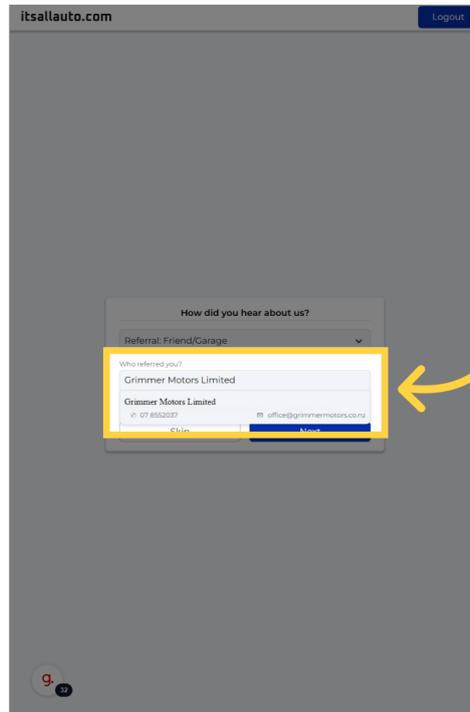
If you selected Referral Friend/Garage, you will need to enter the name of the friend or garage in the text box.



The screenshot shows a web form on the 'itsallauto.com' website. The form is titled 'How did you hear about us?' and has a dropdown menu currently set to 'Referral: Friend/Garage'. Below the dropdown is a text input field, which is highlighted with a yellow border and a yellow arrow pointing to it from the left. At the bottom of the form are two buttons: 'Skip' and 'Next'. The 'Next' button is highlighted in blue. The website's logo 'itsallauto.com' is visible in the top left corner, and a 'Logout' link is in the top right corner. A small 'g' logo is visible in the bottom left corner of the page.

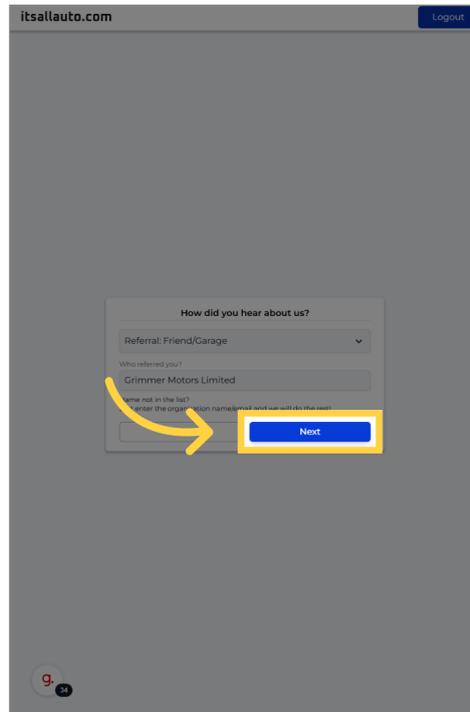
## 23 Autofill might show up

When entering the name, an autofill might show up. If the name of the garage you want to enter is there, you can select it from the menu. Otherwise, continue to enter it manually.



## 24 Click "Next"

Proceed by clicking "Next."When you are done, tap the next button



The screenshot shows a mobile web browser interface for 'itsallauto.com'. At the top right, there is a 'Logout' button. The main content area features a form titled 'How did you hear about us?'. The form includes a dropdown menu currently set to 'Referral: Friend/Carage', a text input field containing 'Grimmer Motors Limited', and a 'Next' button. A yellow arrow points from the text input field to the 'Next' button, which is also highlighted with a yellow border. At the bottom left, there is a small circular logo with the letter 'g'.

I hope you have been able to setup your organisation successfully. Please watch our other videos to learn how to get the best out of this system. Thank you for watching. If you wish to contact us you can email us at [admin@itsallauto.com](mailto:admin@itsallauto.com) , or phone 07 595 0032 If you know someone who could benefit from our FREE online Warrant of Fitness system, then please let them know about [itsallauto.com](http://itsallauto.com).

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