

On Saturday, July 14th Password Security enhancements will begin. The deployment window will start at 9:00am CT and end no later than 2:00pm CT. During this time all functionality will be inaccessible. All users must reset their passwords. Information on how to reset your password has been outlined below:

To increase account security, the tool has now been enhanced to ensure personal data security for all users.

Steps to create new password:

1. User accesses tool to log in
2. User will immediately be prompted to change password via email, user clicks on 'Send Email'
3. User will be provided with an Access Code (user must have this to reset password)
4. User receives email with clickable link
5. User clicks link and is provided password change page with Access Code
6. User receives success message and then can log into tool

1. User accesses tool to log in:



The screenshot shows a 'User Login' form on a dark blue background. The form includes three input fields: 'Company' with the value 'resxqaauto', 'Member ID' with the value 'password', and 'Password' which is empty. Below the input fields are two links: 'Lost Password' and 'Privacy Statement'. At the bottom left, there is a 'Remember Login' checkbox which is checked. To the right of the checkbox is a green 'Login' button. On the right side of the form, there is a 'Resources' section with two links: 'Quick Reference Guide' and 'Frequently Asked Questions'.

2. User will immediately be prompted to change password via email, user clicks on 'Send Email':

Password must change

Select your valid email address and click 'Send' to receive an email allowing you to set your password

Available Email Addresses

d*****3@yahoo.com

Send Email

3. User will be provided with an Access Code (user must have this to reset password):

Password must change

Select your valid email address and click 'Send' to receive an email allowing you to set your password

Available Email Addresses

d*****3@yahoo.com

An email has been sent to the above email address. Click the link in the email and enter this Access code on the page when setting your password.

Access Code

R5TZT

4. User receives email with clickable link:

• Password Must Change

 • DO_NOT_REPLY@nutravel.com
To: d*****3@yahoo.com

Name - Pass Word
Company - RESXQAAUTO
Member ID - PASSWORD
Phone - 1-999-999-9999

To create or change your password: <<https://10.94.1.220/v18.6/ChangePassword.aspx?TK=90EFEFB537C568D50348C410DF997606A5CF133C37534B128FB7534D77AEA8929>>

5. User clicks link and is provided password change page with Access Code:

Password must change

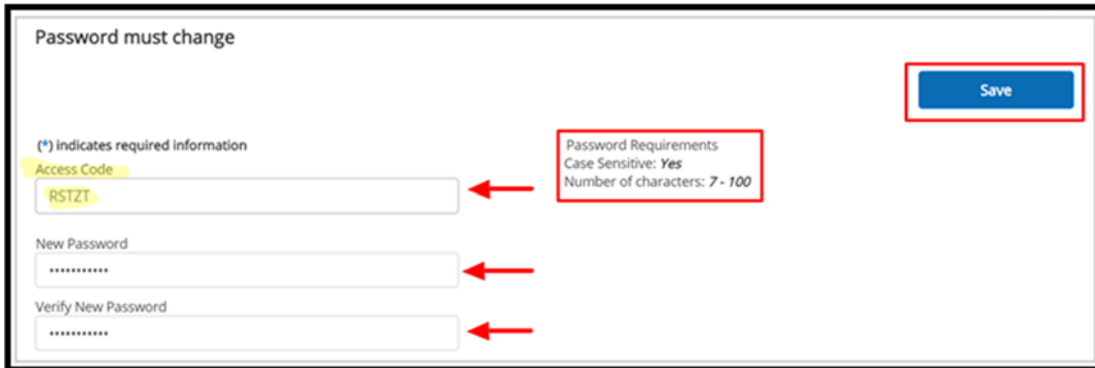
(*) Indicates required information

Access Code

New Password

Verify New Password

Password Requirements
Case Sensitive: Yes
Number of characters: 7 - 100

A screenshot of a web form titled "Password must change". The form contains three input fields: "Access Code" (containing "RSTZT"), "New Password" (containing "*****"), and "Verify New Password" (containing "*****"). A blue "Save" button is located in the top right corner. A red box highlights the "Password Requirements" section, which states "Case Sensitive: Yes" and "Number of characters: 7 - 100". Red arrows point from this box to each of the three input fields. A legend indicates that an asterisk (*) denotes required information.

6. User receives success message and then can log into tool:

Password changed successfully. [Click here to log on.](#)

A screenshot of a success message displayed in a box. The text reads "Password changed successfully. Click here to log on." A red arrow points from the right side of the box to the "Click here to log on." link.