Password Reset

Follow the steps below to reset your password through the ISIM Self-Service website.


2. Click on the "Login with your PIV" block, enter your PIN in the pop-up box, and then click "OK".
3. The Self-Service home page will load.
4. Click **Change Password** link in the My Password section.
5. When the **Change Password** page loads, expand option 1 by clicking on the **arrow**.

6. Check the box next to **Single Sign On (FSLDAP)** in the **Account Type** column.
7. Expand option 2 to see the criteria for the new password.

*Note:* If the Single Sign On account is not selected, the criteria for the password will not show when option 2 is expanded.

Welcome, Taurus Issuer

Home > Change password

**Change Password**

Select the accounts to be affected by the password change, then review the criteria for the new password, then spec to change your password. Click the Cancel button to cancel without changing your password.

1. **Select my accounts that will be affected by this password change.**

<table>
<thead>
<tr>
<th>Select All</th>
<th>Account Type</th>
<th>User ID</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Single Sign On (FSLDPF)</td>
<td>tauris09</td>
<td>This Single Sign On (FSLDPF) account (user ID) will enable you to log into the Bureau of Fiscal Service applications.</td>
</tr>
</tbody>
</table>

2. **Review the criteria for my new password:**

- Must not repeat any of your last ten passwords True
- Must not contain more than 12 characters True
- Must contain at least one special character from this set: `@#$%^&*+-=` True
- Must be at least 8 characters long True
- Must contain at least 6 unique characters True
- Must not have been your password during the last ten days True
- Must contain at least one uppercase letter True
- Must contain at least one lowercase letter True
- Must not repeat any character more than 2 times sequentially True
- Must not be shared or displayed in plain view True
- Must not be a word in a language, slang, dialect, or jargon True
- Must contain at least one numeric character True
- Must not be related to personal identity, history, environment or other personal associations True

3. **Change my password**

New password:

New password (confirm):

[OK] [Cancel]
8. Enter the new password in the **New password** field, confirm the password in the **New password (confirm)** field, and then click **OK**.

### Welcome, Taurus Issuer

[Home] > Change password

### Change Password

Select the accounts to be affected by the password change, then review the criteria for the new password, then spin to change your password. Click the Cancel button to cancel without changing your password.

**1. Select my accounts that will be affected by this password change.**

<table>
<thead>
<tr>
<th>Select All</th>
<th>Account Type</th>
<th>User ID</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>✔️</td>
<td>Single Sign On (FSLDAP)</td>
<td>tissu09</td>
<td>This Single Sign On (FSLDAP) account (user ID) will enable you to log into The Bureau of Fiscal Service’s applications.</td>
</tr>
</tbody>
</table>

**Page 1 of 1**  
**Total: 1**  
**Displayed: 1**  
**Selected: 1**

**2. Review the criteria for my new password:**

- Must not repeat any of your last ten passwords  
- Must not contain more than 12 characters  
- Must contain at least one special character from this set: `!@#$%^()`_+=-  
- Must be at least 8 characters long  
- Must contain at least 6 unique characters  
- Must not have been your password during the last ten days  
- Must contain at least one uppercase letter  
- Must contain at least one lowercase letter  
- Must not repeat any character more than 2 times sequentially  
- Must not be shared or displayed in plain view  
- Must not be a word in a language, slang, dialect, or jargon  
- Must contain at least one numeric character  
- Must not be related to personal identity, history, environment or other personal associations  

**3. Change my password**

New password:

```
************
```

New password (confirm):

```
************
```

[OK]  [Cancel]
Password Reset

9. When the **Request Submitted** page loads, click **View My Requests** under the Related Tasks section to view the status of your request.

![Request Submitted: Change Password](image)

You have submitted a request. Below is the information available to you at this time.

**Request Detail**
- Request ID: 5199498558885508725
- Date Submitted: December 6, 2013 7:45:56 AM
- Request Type: Account Password Change
- Access/Account: tisusr09 on Single Sign On (FSLDAP)

**Related Tasks**
- To check on the status of your request, refer to the **View My Requests** page.
- To perform other tasks go to the **Tivoli Identity Manager Home** page.

10. When the **View My Requests** page loads, the status for the Account Password Change should show as **Success**.

This password will now be used to access any application for which you use this User ID.