

## Password Management Tools

Password Management Tools can be accessed by either:

Stalogin portal at <https://stalgin.onelogin.com>

Help Site at <http://help.stateindustrial.com> (& select Password Management link)

The Password Management Tool will assist you with:

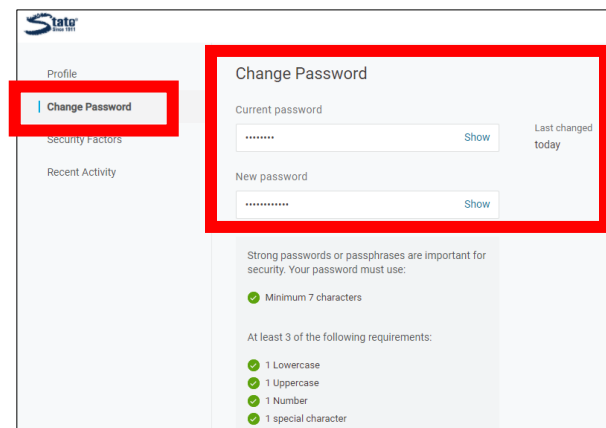
Change Password: (When you need to change your password)

Reset Password: (If you have forgotten your password and need to reset it to get in)

Unlock Account: (If your account has become locked due to too many invalid attempts)

\* These tools are available 24/7 and can be accessed in most browsers, including mobile devices for your convenience.

- **Change Password [External]:** (visit one of the above links)
  - Log into your StaLogin Account > Click on your name in the top right > Click "Profile"
  - Once on profile, choose "Change Password" > Here enter your old password, then the new one you want to change to. (Be sure to meet the password req's).
  - Update password on enrolled mobile devices.
- **Change Password [Internal]:**
  - Connect to VPN
  - Use CTRL+ALT+DEL and choose "Change a Password"
  - Enter Old Password, New Password and Confirm.
  - Lock and Unlock PC with your new Password.
  - Update password on enrolled mobile devices.



- **Reset Password:** (visit one of the above links)
  - On Login Page, Click "Forgot Password". (1)
  - Enter your login name for StaLogin > Authenticate using your previously chosen MFA method.
  - Once authenticated you will be given the option to change your password. (2)
  - As you choose your new password you will see the requirements turn green as they are met.
- **Unlock Account:** (visit one of the above links)
  - If account is locked, you will see the screenshot here. (A)
  - To unlock your account, Click "Forgot Password".
    - From here, follow the "Reset Password" Instructions above.

