Resetting Your Temporary Password

If you are logging on to ROSS 2.14.1 with a new ROSS User ID, you will be issued a temporary ROSS Password. You must change this temporary password before you can access ROSS for the first time!

To reset your temporary ROSS Password

1 From the **Desktop**, double-click

- 2 On the WARNING dialog box, click Yes
- **3** On the **Log On** dialog box, type your **ROSS Username**, press TAB, type your **new ROSS Password**, and then click
- 4 On the Login Failed dialog box, click

- 5 On the Login Failed dialog box, click Click this link to go to the NESS Security Portal.
- 6 On the Government Warning dialog box, click Accept
- 7 On the **NAP Home** screen, perform the following, and then click Login
 - in the Enter Username text box, type your NAP User Account name
 - in the Enter Password text box, type your Temporary NAP Password.

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AN
INFORMATION SYSTEMS SECURITY OFFICER. WARNING: RDSS will shut down once the NESS Security Portal link is clicked.
Press Yes to continue, or No to evit Click this link to go to the NESS Security Porta
Government Warning
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SYSTEMS SECURITY OFFICER
Decline Accept
🖉 NAP - NESS Application Portal - Windows Internet Explorer provided by USDA Forest Service
See the second s
NAP Message Board Enter Username: ? Enter Password:? Login + Account
continued on next page

DATE: **03/05/12**

Resetting Your Temporary Password

To reset your temporary ROSS Password - continued

- 8 On the **Change Password** dialog box, complete the following, and then click **Save**
 - in the Current Password text box, type Your Current ROSS Password
 - in the New Password text box, type Your New NAP (ROSS) Password
 - in the Current Password text box, re-type Your New NAP (ROSS) Password.
- 9 To log off the NAP environment, click O on the NAP Navigation Panel, click Accept on the Government Warning dialog box, and then click X
- 10 Log in to ROSS using your ROSS Username and NAP (ROSS) Password.

Cha	tige Password ≻
	New Password: * Ieast 12 characters and must include at least the following: 1 upper case letter(s), 1 lower case letter(s), and 1 special (non-alphanumeric) character(s). Previously used passwords may not be used. Confirm Password: * Image: Special (non-alphanumeric) character(s). Previously used passwords may not be used.
?	Save

NAP Passwords must be 12 to 32 characters in length and contain a combination of one upper-case letter, one lower-case letter, one number, and one special, nonnumeric character (!@#\$%^&*).



Log On		X
Username Password	 10	Cancel



ROSS Helpdesk: 866-224-7677 email: helpdesk@dms.nwcg.gov