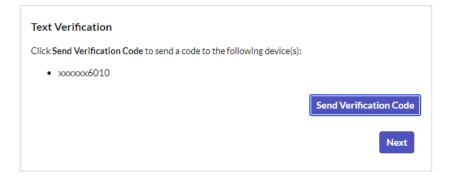
How to Use the Browser to Unlock your Password



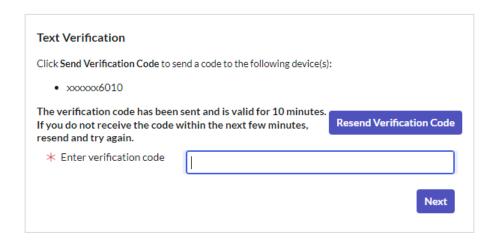
- 1. Click <u>Password Reset.</u>
- 2. Enter **UserID**, check the box **I'm not a robot**, and click **Next**.



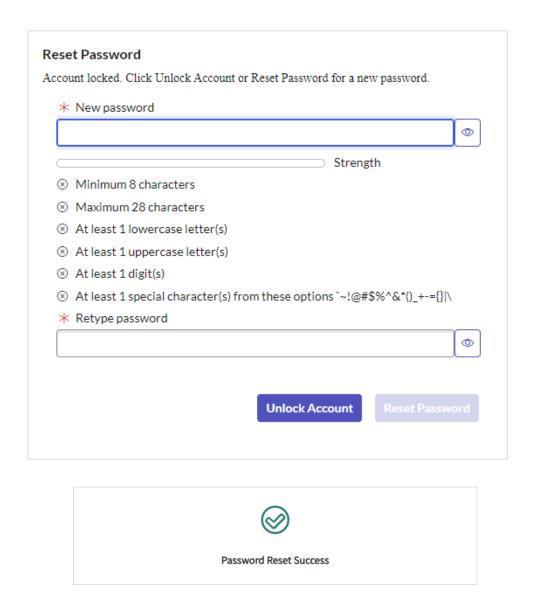
3. Click **Send Verification Code** and click **Next.**



4. Enter Verification Code and click **Next.**



5. Click **Unlock Account**. <u>DO NOT</u> enter new password unless you want to change the password.



6. Proceed to login.

If you're <u>NOT</u> on the State Network you will need to log into your computer with your Old password then log into VPN with NEW password.

The Password Automation program is designed to offer a user-friendly, self-service password reset solution for state personnel, contractors, and vendors seeking access to internal State systems. As part of this program, the password automation system sends a link via SMS text to your mobile device. Message & Data rates may apply. Terms and conditions and Privacy Policy are found in https://www.tn.gov/content/tn/finance/strategic-technology-solutions/ccc/password-automation/mobile-messaging-terms---conditions.html