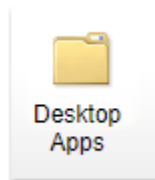


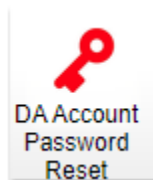
How To Reset Your Password (DA Portal/DA Portal Web or VPN)

1. Login to DA Portal or DA Portal Web
 - a. <https://daportal.sdcda.org>
 - b. <https://daportalweb.sdcda.org>

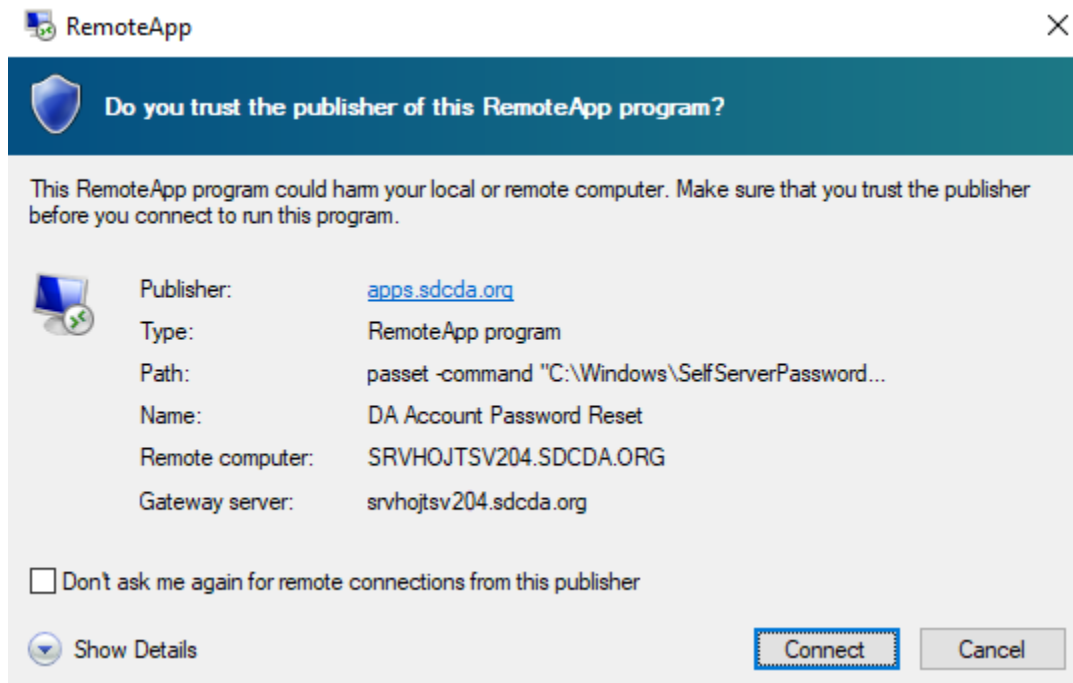
2. Select Desktop Apps



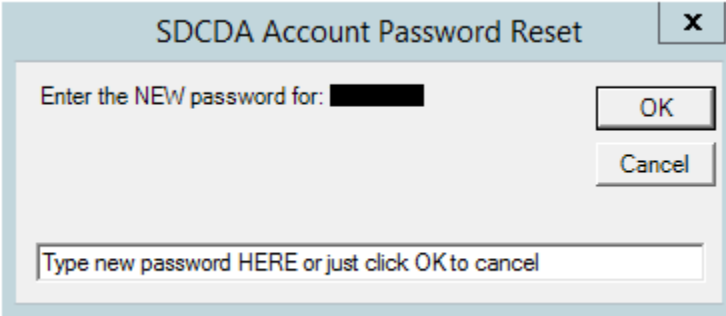
3. Launch DA Account Password Reset



4. Select Connect

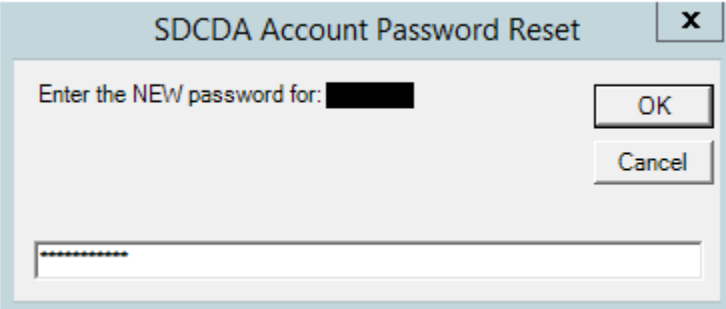


5. The SDCDA Account Password Reset App should appear



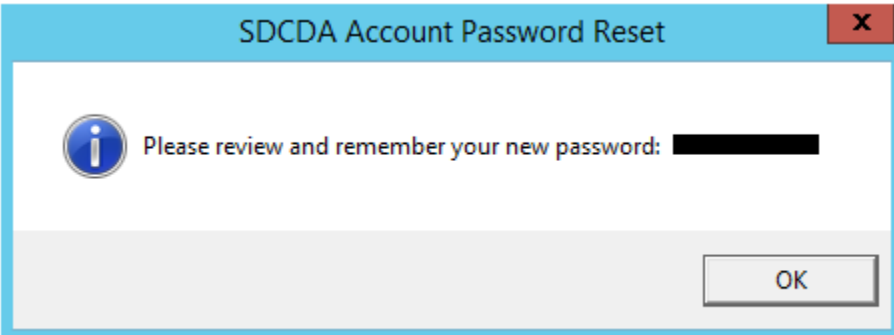
A dialog box titled "SDCDA Account Password Reset" with a close button (X) in the top right corner. The main area contains the text "Enter the NEW password for:" followed by a blacked-out input field. To the right of this field are two buttons: "OK" and "Cancel". Below this, there is a larger text input field with the placeholder text "Type new password HERE or just click OK to cancel".

6. Enter your NEW password and Select Ok



The same dialog box as in step 5, but the input field now contains a series of dots representing a password. The "OK" and "Cancel" buttons remain to the right.

7. Your password has been successfully changed when you receive the pop-up confirming your new password. Select Ok to close the app



A confirmation dialog box titled "SDCDA Account Password Reset" with a close button (X) in the top right corner. It features an information icon (i) on the left. The main text reads "Please review and remember your new password:" followed by a blacked-out input field. An "OK" button is located at the bottom right.