

DLA Strategic Materials Public Website

How to register for a SLIM account and create a Contact Profile:

Instructions for users who choose to interact with the DLA Strategic Materials new website—either for information exchange, email notifications and or participation in sales program.

In order to accomplish your interaction with the website you must register as a user and obtain a Standard Login Interface Module (SLIM) account which will provide you with a user unique login that is password protected.

Below are step-by-step instructions for registering and obtaining your SLIM account.

Start here: [www.http://StrategicMaterials.dla.mil](http://StrategicMaterials.dla.mil) is the URL for the new DLA Strategic Materials website

Click on the “Register” link in the upper right hand corner of the home page

You will be redirected to a secure URL where you will:

Select “Request a Strategic Materials Web Account”

Complete the required information—

Your First and Last Name

Your E-mail address—preferably your professional E-mail address

Your telephone number—preferably your primary or business phone number

The reason you need access to the website

Once completed, submit your request. The approval process could take up to 24 hours. Once approved your temporary password will be sent to the email address used to register.

If you don't receive an email with your password within 24 hours of registering for the SLIM account, first check your “junk mail,” if it's not there, contact DLA Strategic Materials at 703-767-6500 or via the website mailbox.

Once you have received notification that your SLIM account has been approved and you have received an email with your temporary password you will return to the DLA Strategic Materials website to complete your registration. Click on “Login” link in the upper right hand corner of the home page

You will be redirected to a secure URL where you will:

Enter your username and temporary password. You will then be asked to reset your password. You will need the temporary password as well as a new self-generated password. Use the rules for creating an acceptable password found at the bottom of this document.

You are now ready to create a Contact Profile and register with the DLA Strategic Materials website. Select “Contact Profile” and...

Complete the required information to create your Contact Profile—

Your name

Your title

Your company name and address

What type of notifications you wish to receive

What materials for which you wish to receive the selected notification types

Note; (If we do not hold that material in the NDS you may not receive any notifications from us on a regular basis.)

Once you complete the Contact Profile (your user account) you can choose to create a PIN that will be a further level of security for your account. You must create a PIN if you wish to associate your account with a role in the sales program—to register a company, to register for a solicitation, to submit a quote, to request shipment of material, etc. If you only wish to receive notifications, you won’t need a PIN.

The PIN is self-generated and must be six (6) digits—exactly six numerals.

You will also have an option to generate a unique User generated security question (and answer) that you can use to gain access to your forgotten password (in the future). It is recommended you set this up at the time you register.

Once you have completed your contact profile for review you must submit it for review. This process may take up to 24 hours to complete. You will be notified of approval of your contact profile at the email address you provided.

Congratulations! You have completed your registration as a user for the DLA Strategic Materials Website.

This process will enable you to receive notifications from our website as per your selections. You can return to the DLA Strategic Materials website to maintain your account as you see fit.

Here are a couple of Helpful Hints for maintaining your SLIM account—user name and password

DLA Strategic Materials can be contacted to assist in unlocking your account, resetting your password and your PIN. You must keep your SLIM account login active—you must log in at least once every thirty (30) days or your account can be deactivated. You will be required to change your password every ninety (90) days. You will receive system generated email reminders regarding your password maintenance.

The password must be fifteen (15) characters and is considered a STRONG password.

Here are the rules for creating an acceptable password.

Be at least 15 characters in length.

Be different from your last 10 passwords.

Contain characters from each of the 4 character classes:

Uppercase

Lowercase

Numerals

Special Character (!#\$%&+)*

***Be different from your old password by 4 characters*

Passwords can NOT contain...

Quotes or spaces.

More than 5 numerals in a row.

Dictionary words.

Your username or full name.