

**AMPS/RTD Access Password Reset** 



## AMPS/RTD PASSWORD RESET

- If an error message such as "User Authentication Failed" is received when trying to log into the RTD Web External Business Portal, a password reset in AMPS will be required.
- Follow the next slides to log into AMPS and reset the AMPS password, which will reset the RTD password.

Note: If resetting the password in AMPS is unsuccessful, please call the DLA Enterprise Help Desk at (844) 347-2457 #5 then DLA (or 852 for DLA).



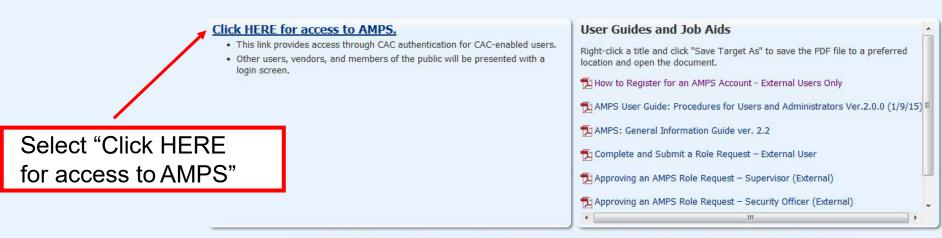
https://amps.dla.mil/oim



# Welcome to the AMPS Gateway

AMPS News: AMPS Release 15.1.0 was installed on January 16, 2015.

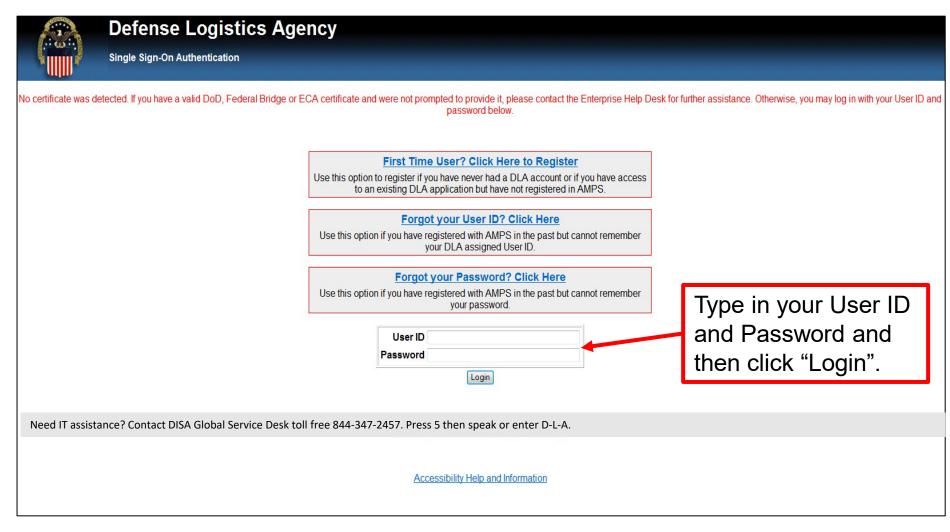
Release Notes are located on the Release Notes tab of AMPS Help.



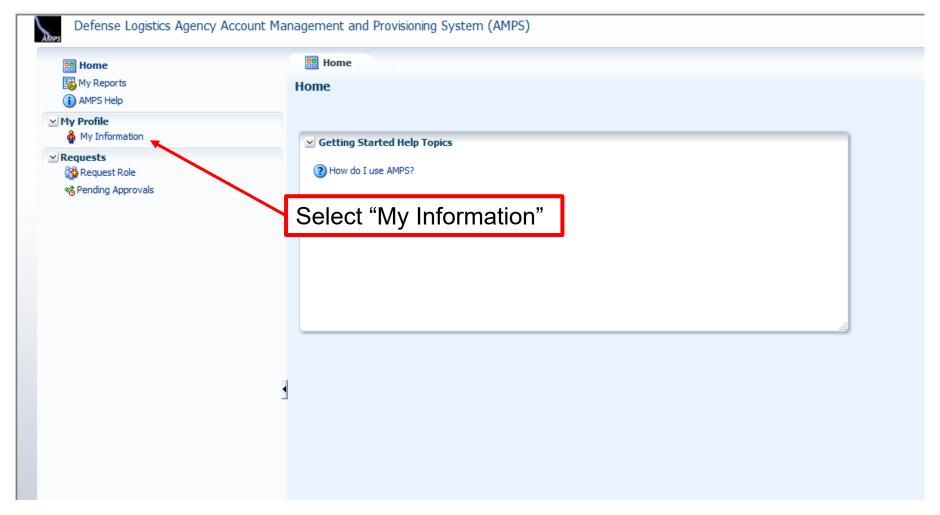
See the AMPS Documentation screen--available from the main menu--for a complete list of user documentation, links, and tutorials.

Accessibility/Section 508

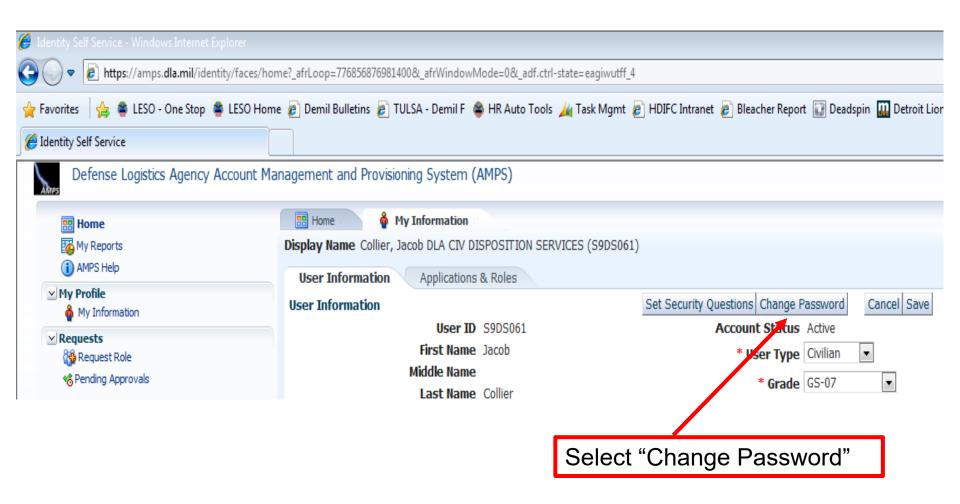














### **Password Reset**

Insert old password, new password and confirm new password. Select "OK"



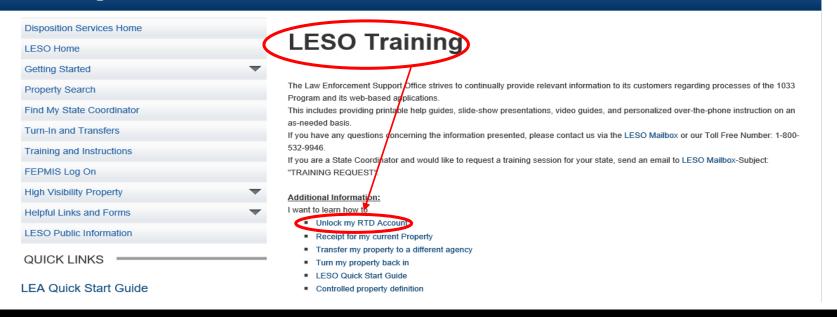
- After clicking "OK", a notification that the password was changed successfully will appear, and an email notification of the password change will be sent.
- If the password reset in AMPS does not work, then call the AMPS Helpdesk for a password reset at 844-347-2457 option 5.



### AMPS/RTD PASSWORD RESET

- To download this guide, access the LESO website: <a href="http://www.dla.mil/DispositionServices/Offers/Reutilization/LawEnforcement/">http://www.dla.mil/DispositionServices/Offers/Reutilization/LawEnforcement/</a>
- Then select the "Training and Instructions" link to access the LESO Training page.
- Under "Additional Information," select "Unlock my RTD Account" to open the file.

## **DLA Disposition Services**





## **QUESTIONS?**

Please contact your respective State Coordinator's Office with any questions. To find your State Coordinator contact information, visit the below website:

http://www.dla.mil/DispositionServices/Offers/Reutilization/LawEnforcement/SCLocatorMap.aspx



