



**VAAAL UNIVERSITY  
OF TECHNOLOGY**

*Inspiring thought. Shaping talent.*

## IT Services

- +27(0)16 950 9111
- it\_support@vut.ac.za

### Staff Self-Service

#### HOW TO RESET ITS INTEGRATOR PASSWORD.

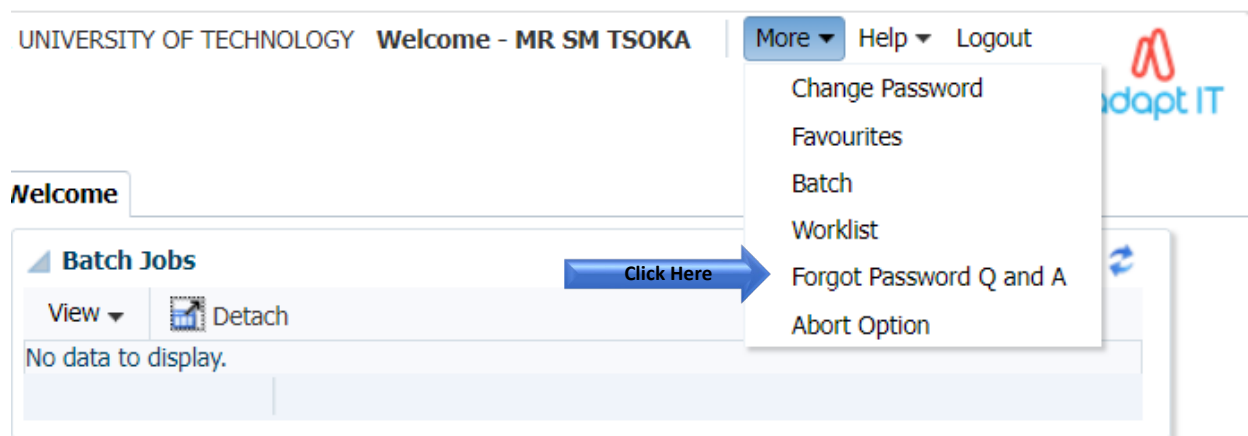
#### Forgot Password???

If you have forgotten your password, you can reset your password **YOURSELF**.

**NB:** If security questions are not set up on FORGOT PASSWORD Q & A, the user will get login control message to set up password questions and Answers.

#### SECTION A

On the main page after logging onto integrator, on the More Tab, you can find the Forgot Password Q and A.



**NB:** In order to save you need to have at least created three questions and answers.

Click Create to add two more questions and answers.

**Favourites** + ×

- User Access Definitions {USERS-5}
- Function Definitions {USERS-2}
- Link Users to Functions {USERS-3}
- Reset OID password / Unlock User account {USERS...}
- Biographical Information {SREGB-1}
- iEnabler User Access Control : Login Reset {PWEBM...}
- Administrator Add Temporary Password {PWEBM-16}
- Maintain Personnel iEnabler Pin {PWEBM-7}
- Maintain Student iEnabler Pin {STWEBM-15}

**Menu** 🔍

- ▷ {PSYS} - Student {MAIN-1}
- ▷ {RSYS} - Resource {MAIN-2}
- ▷ {GSYS} - General {MAIN-3}
- ▷ {TSYS} - Technical {MAIN-4}
- ▷ {BUSMAIN} - Processes {MAIN-6}

**{USERS-17} Forgot Password Q and A** ×

**Forgot Password Q and A** 📄 Create 🗑️ Delete 💾 Save 🚫 Cancel

User Code SELLOT

\* Question What is your birth place?

\* Answer Jane Furse

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**Favourites** + ×

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**{USERS-17} Forgot Password Q and A** ×

**Forgot Password Q and A** 📄 Save 🗑️ Cancel [Upd=0, Del=0, Ins=3]

User Code SELLOT

\* Question What is city you were born?

\* Answer Jane Furse

User Code SELLOT

\* Question What is your first car?

\* Answer BMW

User Code SELLOT

\* Question What is your mother's maiden name?

\* Answer Mathekga

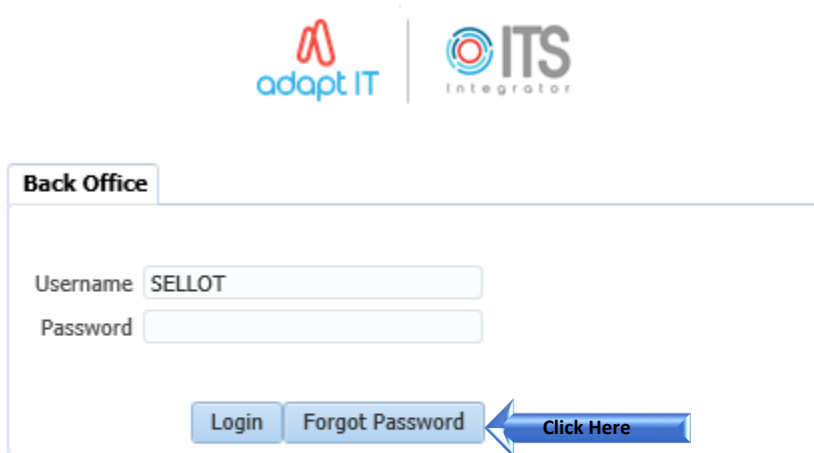
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## **SECTION B**

In the event that you have forgotten your ITS Integrator password, you may follow below steps:

Enter your Username.

Click on the “Forgot Password” button.



adapt IT | ITS Integrator

**Back Office**

Username SELLOT

Password

Login Forgot Password Click Here

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Answer the questions as set on **FORGOT PASSWORD Q & A, SECTION A**.

Click on “Submit button”.

## **Forgotten Password**

Enter your Single Sign-On user name and answer the questions.

User Name SELLOT

What is city you were born?

What is your first car?

What is your mother's maiden name?

Submit

Unauthorized use of this site is prohibited and may subject you to civil and criminal prosecution.

## Forgotten Password

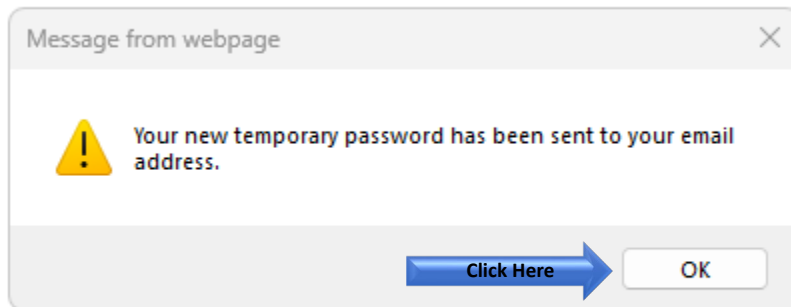
Enter your Single Sign-On user name and answer the questions.

User Name	<input type="text" value="SELLOT"/>
What is city you were born?	<input type="text" value="Jane Furse"/>
What is your first car?	<input type="text" value="BMW"/>
What is your mother's maiden name?	<input type="text" value="Mathekga"/>

[Click Here](#)

Unauthorized use of this site is prohibited and may subject you to civil and criminal prosecution.

You will get a notification pop up message as below:



Open your email.

Password Reset.



ITS Login Maintenance <smtp@vut.ac.za>

To: Sello Tsoka

Dear Sm Tsoka

Your new temporary password is (V663roXM).

You will be requested to change this password the next time you Login.

Regards

← Reply

→ Forward

Log into ITS Integrator again with the given temporary password on the email.



Back Office

Username SELLOT

Password ●●●●●●

Click Here

Login

Forgot Password

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Back Office

Username SELLOT

### Change expired password



#### Change OID Password

Username  
SELLOT

Old Password

Type Temporary password

New Password

Type New Password

Confirm Password

Confirm New Password



Refresh Captcha

Enter text

Type the above Captcha

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Click Here

Change Password

Cancel



**Back Office**

Username   
Password

**Information** ×

Password successfully changed

© ITS Integrator 2012

Login using the new password.



**Back Office**

Username   
Password

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**If you still cannot Reset ITS Integrator Password after following above steps:**

Contact: [it\\_support@vut.ac.za](mailto:it_support@vut.ac.za)

NB: 24hr turnaround time for emails.

[016 950 9111](tel:0169509111)

Operating Hours:

07:45am – 4:30pm Weekdays

Closed on Weekends and Closed during Holidays