TVA Application Security

Authentication with User Name and Password

Logging On to an Application

Logging on to an application using the User Name and Password is the default method of authentication. Use this method unless you are specifically instructed to use the RSA key for accessing an application.



- 1. Type your login **Username** (Typically, this is your TVA login name or, if you are not a TVA employee or contractor, your e-mail address.).
- 2. Type your **Password**. For TVA employees and contractors, this is your TVA password. If this is your first login, you may be directed to change your initial password.
- 3. Click Submit.

Changing Your Password



- 1. Type your login **Username** (Typically, this is your TVA login name or, if you are not a TVA employee or contractor, your e-mail address.).
- 2. Type your **Old Password**, which is your current password.
- Type your **New Password**. This password must:
 - a. Be at least 8 characters long,
 - b. Contain at least 1 uppercase letter,
 - c. Contain at least 1 lowercase letter,
 - d. Contain at least 1 numeric digit.
- Type your new password again in the Confirm Password box. It must exactly match what you typed in the New Password box.
- 5. Click **Submit**.

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Authentication with RSA Key

Logging On to an Application



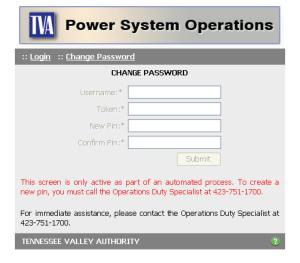
- 1. Type your login **Username** (Typically, this is your TVA login name or, if you are not a TVA employee or contractor, your e-mail address.).
- 2. Type your **Password**, which is formed by combining your selected Personal Identification Number (PIN) with the six-digit code displayed on your RSA key.



NOTE: If your attempt to log in failed, you must wait until the RSA code changes before attempting to log in again.

3. Click Submit.

Changing Your PIN

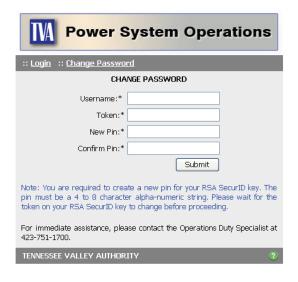


The **Change Password** link at the top of the login screen is not used by the RSA authentication process directly. You can change your pin only when you are redirected here from the Login screen.

To change your PIN, you must first contact the Operations Duty Specialist (ODS).

After the ODS resets your PIN, you must login with your username and the six-digit code displayed on your RSA key), and you will be redirected here to change your pin.

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- 1. Type your login **Username** (Typically, this is your TVA login name or, if you are not a TVA employee or contractor, your e-mail address.).
- 2. Type the six-digit code displayed on your RSA key in the **Token** box.

NOTE: The RSA code you type here cannot be the same RSA code with which you logged in to the application. You must wait until the RSA code changes before typing it here.

- 3. Type your **New Pin**. This alphanumeric PIN must:
 - a. Be at least 4 characters in length,
 - b. Not exceed 8 characters in length.
- 4. Type your new PIN in the **Confirm Pin** box. It must exactly match what you typed in the **New Pin** box.
- 5. Click **Submit**.

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