

# Agent Portal Login and Forgot Password

## First time login

User should click on 'New User'. System will direct the user to First Login Page.

The image displays two screenshots of the Agent Portal login interface. The top screenshot shows the 'Sign in to Agent Portal' page, which includes fields for User ID and Password, a CAPTCHA field containing 'j e x t y', and a 'Sign In' button. The bottom screenshot shows the 'New User' creation page, which includes fields for User ID and Date of Birth, a CAPTCHA field containing 'pj xn r', and a 'Sign In' button. Both pages also feature 'Forgot Password?' and 'New User' links.

User should enter 'User ID' which is advisor profile number (as present in McCamish) and Date of Birth (as present in McCamish). Advisor should be in an active state in order to create a profile on agent portal. On validation of the User Id and Date of Birth of the advisor, user will be directed to the next page where the user can generate password. For this user must click on 'Generate Password'.

Password * :	<input type="text"/>
Confirm Password * :	<input type="text"/>
<b>Submit</b> <b>Cancel</b>	
<p><b>Password setting criterias</b></p> <ul style="list-style-type: none"> <li>■ Passwords must contain at least 8-32 characters</li> <li>■ Passwords must contain Upper case characters(A-Z)</li> <li>■ Passwords must contain Lower case characters(a-z)</li> <li>■ Passwords must contain number(0-9)</li> <li>■ Password must contain at least one special character</li> </ul>	

Advisor has to enter the new password here and will have to enter data in the following fields:

- Password
- Confirm Password

If the 'Password' and 'Confirm Password' do not match then an error message will be displayed 'The Passwords do not match, please enter again'.

If the Password and Confirm Password match, then the user will be given the message, 'Your password has been registered, please login with the new password'.

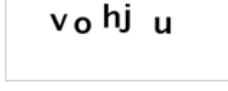
## Forgot Password

When user clicks on the 'Forgot Password' link the user is directed to a page where the user can request for another password. Here user will have to enter User ID and date of Birth (both as present in McCamish).



Postal Life Insurance

**Forgot Password**

User ID * :	<input type="text"/>
Date of Birth * :	<input type="text"/> 
Please enter the letters displayed * :  <input type="text"/>	
<b>Refresh</b> 	
<b>Request for Password</b> <b>Cancel</b>	

On selecting the 'Request for Password' link, a request will be submitted on behalf of the agent for a new password. The password will be sent to the advisor's registered email Id. This email ID should be updated in Agent Management system against the advisor profile number.