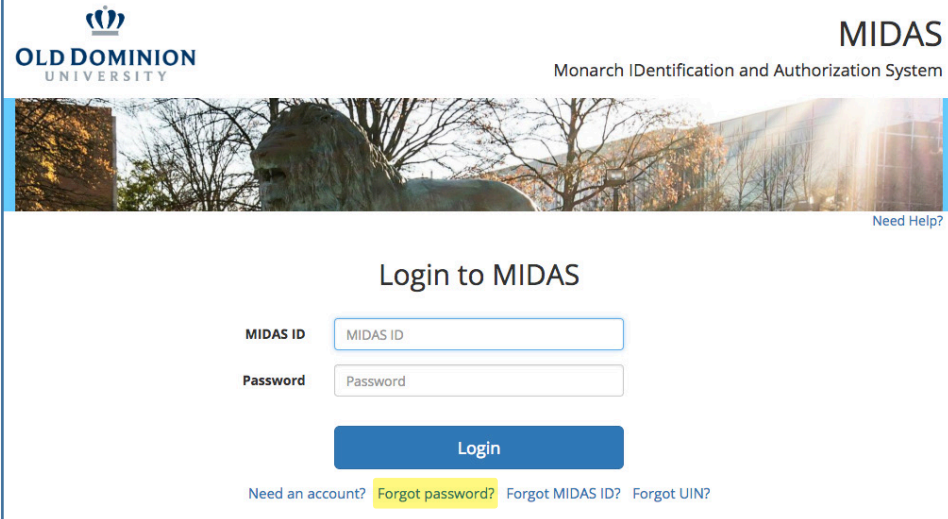


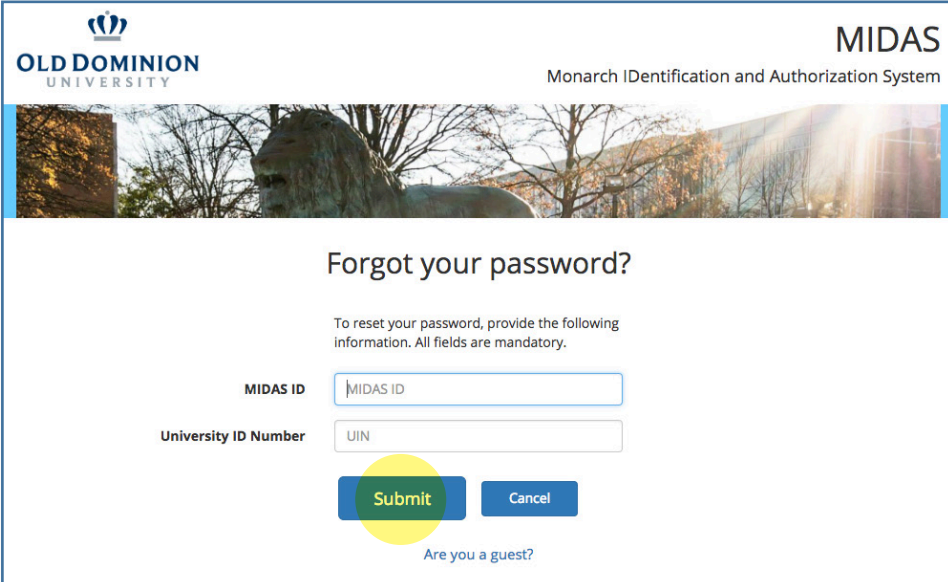
MIDAS: Forgotten Password

1. Go to <https://midas.odu.edu> and select **Forgot password?**



The screenshot shows the MIDAS login page. At the top left is the Old Dominion University logo. At the top right, it says "MIDAS Monarch IDentification and Authorization System". Below the header is a banner image of a lion statue. The main heading is "Login to MIDAS". There are two input fields: "MIDAS ID" and "Password". Below the fields is a blue "Login" button. At the bottom, there are links: "Need an account?", "Forgot password?" (highlighted in yellow), "Forgot MIDAS ID?", and "Forgot UIN?". A "Need Help?" link is in the top right corner.

2. Enter your MIDAS ID and University ID Number (UIN), and click **Submit**.




The screenshot shows the "Forgot your password?" page. At the top left is the Old Dominion University logo. At the top right, it says "MIDAS Monarch IDentification and Authorization System". Below the header is a banner image of a lion statue. The main heading is "Forgot your password?". Below the heading is a sub-heading: "To reset your password, provide the following information. All fields are mandatory." There are two input fields: "MIDAS ID" and "University ID Number". Below the fields are two buttons: "Submit" (highlighted in yellow) and "Cancel". At the bottom, there is a link: "Are you a guest?".

Note: Your University ID Number (UIN) is sent to you when you are admitted to Old Dominion University.

Information Technology Services

www.odu.edu/its

 (757) 683-3192

 itshelp@odu.edu

 1100 Monarch Hall

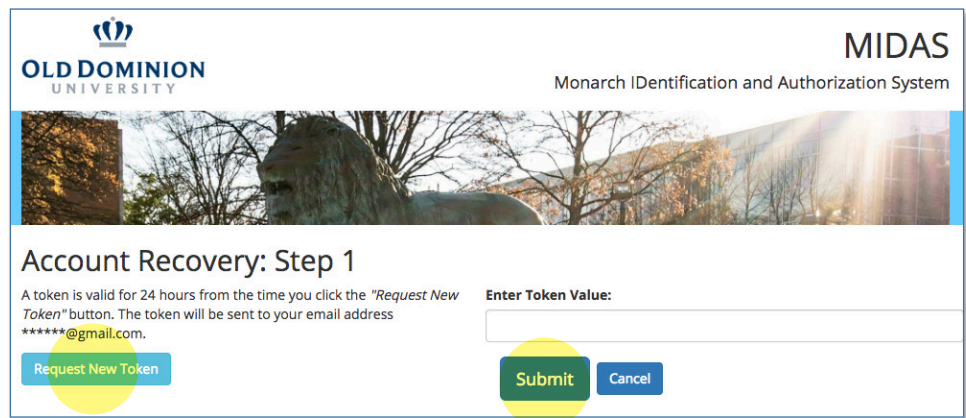
 [oduits](https://www.facebook.com/oduits)  [odu_its](https://twitter.com/odu_its)

Account Recovery: Step 1

The first step to recovering your password is to enter your PIN or token. You had the option to set up one or both of these methods when you created your MIDAS account. You will need to enter the PIN you set up or have a token emailed to you to proceed.

Emailed Token

Click on the **Request New Token** button to have a temporary token emailed to a third-party email address. (This email account will not be an @odu.edu address.) Once you receive the token, enter it into the box on the right and click **Submit**.



The screenshot shows the MIDAS (Monarch Identification and Authorization System) interface for account recovery. At the top left is the Old Dominion University logo. At the top right, it says "MIDAS Monarch Identification and Authorization System". Below this is a banner image of a lion statue. The main heading is "Account Recovery: Step 1". Below the heading, there is a note: "A token is valid for 24 hours from the time you click the 'Request New Token' button. The token will be sent to your email address *****@gmail.com." To the right of this note is a text input field labeled "Enter Token Value:". Below the note is a blue button labeled "Request New Token". Below the input field are two buttons: a green "Submit" button and a blue "Cancel" button. There are yellow circles highlighting the "Request New Token" and "Submit" buttons in the original image.

User Defined PIN

If you set up a 6-digit PIN when you created your security profile, you can enter that number and click **Submit**.



Account Recovery: Step 2

The next step is for you to verify your identity. You had the option to set up one or more of these methods when you created your MIDAS account.

Question and Answer

Answer two security questions that you set up when you created your MIDAS account. Enter your answers and click **Submit**.

OLD DOMINION UNIVERSITY

MIDAS
Monarch Identification and Authorization System

Account Recovery: Step 2

Questions and Answers

Please answer the given questions to be able to proceed.

Where did you go on your first date?

Where was your first child born?

Submit Cancel

Color Grid

Verify your identity by re-creating the color pattern you created when you first set up your MIDAS account. Fill in the color blocks and click **Submit**.

Friend Assistance

Ask a friend to confirm your identity. Follow the instructions on the page and click **Submit**.

MIDAS Account Update Process

Once you have successfully completed your recovery, you will be brought to the MIDAS Account Update Process to change your password. If you have any expirations on your account, you will be allowed to update these in the process as well. Click **Next** to proceed.

Account Requirements

Requirements
Overview

Information about the MIDAS Account Update Process

Your Account needs to be updated. Depending on the status of your account, you may be required to do one or all of the following:

1. Accept the Acceptable Usage Policy (AUP) that states your responsibilities for access to ODU network.
2. Complete all necessary annual MIDAS Security Training (there will be one or more training courses, depending on your user role).
3. Create a new Security Profile that will be used if you forget your password.
4. Change your MIDAS password.
5. Set up two-factor authentication.

Click "Next" to proceed.

< Previous
Next >
Cancel
Finish

Create Your New Password

Once necessary updates have been made, you will create your new MIDAS password. The password will have to contain the requirements on the right side of the page. Once the password meets requirements, you will see green check marks. Click **Finish** when complete.

Account Requirements

Set Password
ITS Standard Policy

Set your MIDAS Password

For verification purposes, you must enter the password twice. Because your MIDAS ID and password will be used to authenticate to several University services and systems, it is important that you create a strong password. Please refer to the rules on the right to ensure that you pick a strong password.

New Password:

Repeat Password:

Rules verified while you type the new password

- Minimum Digits: 1
- Minimum Uppercase Letters: 1
- Minimum Lowercase Letters: 1
- Length Range: 8-24
- Maximum Consecutive Same Character: 2
- Minimum Allowed Special Characters (! % + - : _): 1
- No Personal Information: 0

Rules verified when you repeat the password

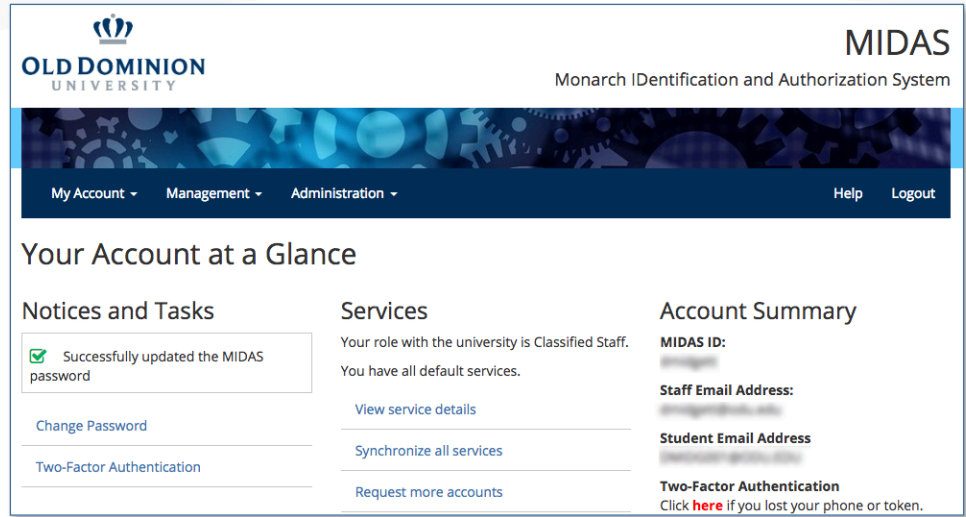
- No Dictionary Words on Level: 1

Additional Rules verified on submitting the new password

Number of previous passwords that cannot be reused: 7
One password change per: 24 hour period
Character Difference To Last Password: 1

< Previous
Next >
Cancel
Finish

If you're successful, you'll see the MIDAS overview page. Please allow between 15 minutes and 2 hours for new passwords to fully synchronize with all services.



OLD DOMINION UNIVERSITY **MIDAS**
Monarch Identification and Authorization System

My Account Management Administration Help Logout

Your Account at a Glance

Notices and Tasks	Services	Account Summary
<p><input checked="" type="checkbox"/> Successfully updated the MIDAS password</p> <p>Change Password</p> <p>Two-Factor Authentication</p>	<p>Your role with the university is Classified Staff. You have all default services.</p> <p>View service details</p> <p>Synchronize all services</p> <p>Request more accounts</p>	<p>MIDAS ID: [Redacted]</p> <p>Staff Email Address: [Redacted]</p> <p>Student Email Address: [Redacted]</p> <p>Two-Factor Authentication Click here if you lost your phone or token.</p>