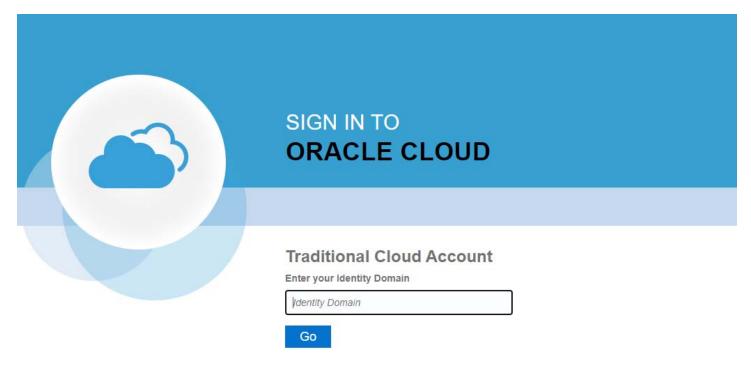
Note: Passwords are valid only for 120 days. You must change your password within the period to continue using Oracle Cloud services.

Navigate to: https://myservices.us2.oraclecloud.com

Be sure to specify the appropriate identity domain.

Domain: a214174

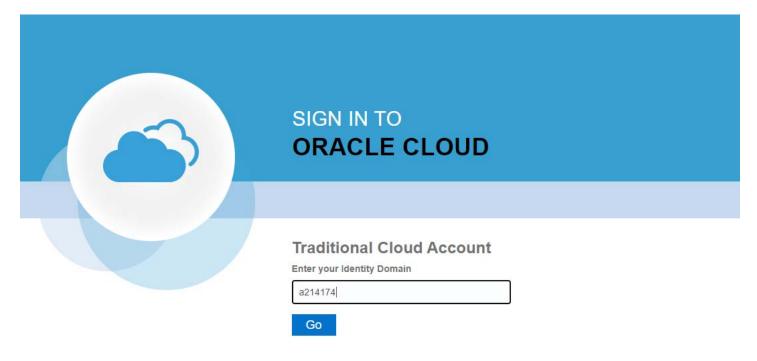




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Input a214174

Click > Go





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Input:

User Name

User Name is your full email address assigned by the Exchange (AAFES) LG Team.

Password

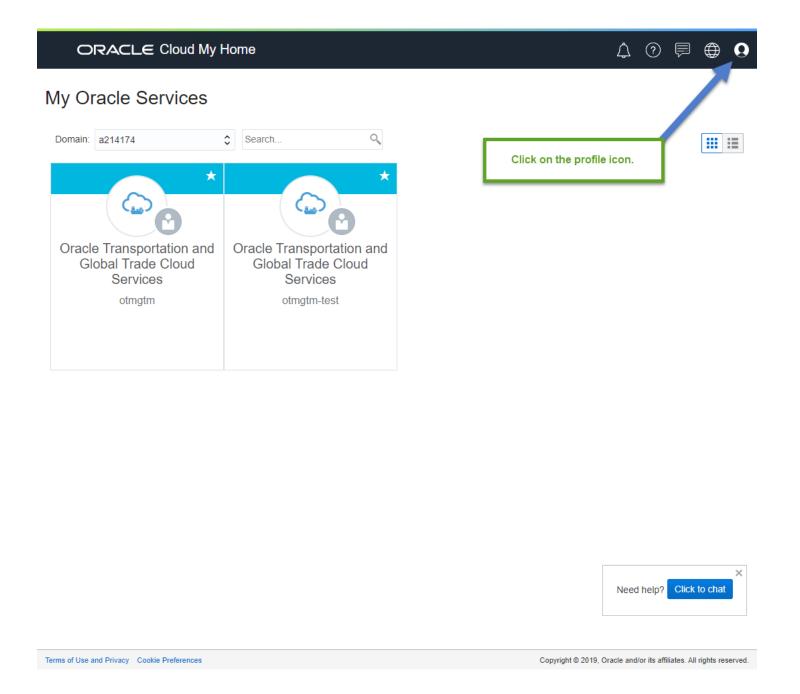
Click > Sign In



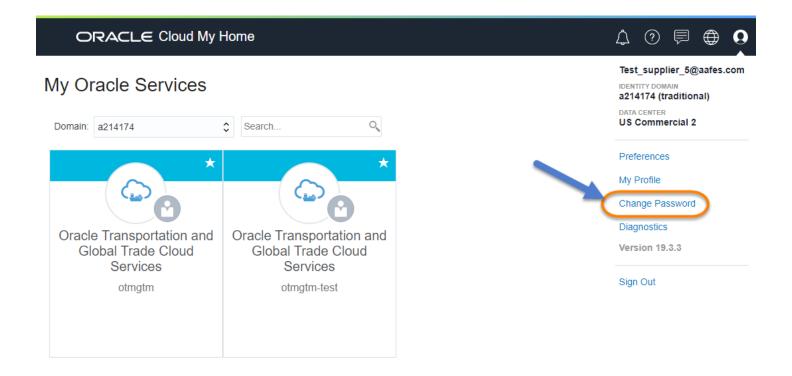


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Click on the profile icon located in the upper right corner.



Click on Change Password



Enter your current password in the Old Password field. You can enter up to 128 characters.

Enter a new password in the New Password field.

For password requirements, click Password Policy to expand the section and view the details.

Password Policy:

- Password must be at least 8 characters long.
- Password must contain at least 1 lowercase letter.
- Password must contain at least 1 numeric character.
- Password must contain at least 1 uppercase letter.

Reenter your new password in the Confirm New Password field.

Click > Submit

If updating your password failed, then the system displays an error message at the top of the page. Some common errors are:

- You entered your current password incorrectly.
- You entered a new password that doesn't meet the requirements.

Submit

Reset

• The value you entered in the Confirm New Password field doesn't match the value you entered in the New Password field.

User Information Note: Identity domain administrators can update First Name, Last Name and Email from the Users tab in My Services; these cannot be updated via My Profile. First Name TEST Last Name SUPPLIER_5 Email test_supplier_5@aafes.com Change Password Current password will expire on 9-Jun-2021 3:26 PM CDT. * Old Password * New Password * New Password * Confirm New Password * Confirm New Password * Confirm New Password

If successful, you will see:

Password updated successfully.

You will also see the next time the current password will expire.

Submit

Reset

User Information

Note: Identity domain administrators can update First Name, Last Name and Email from the Users tab in My Services; these cannot be updated via My Profile.

First Name TEST

Last Name SUPPLIER_5

Email test_supplier_5@aafes.com

Change Password

Current password will expire on 9-Jun-2021 3:26 PM CDT.

Password updated successfully.

* Old Password

* New Password

* Confirm New Password

If you still require assistance, please note the following.

You can email <u>LGTServ@aafes.com</u> for your request.

-or-

Register with the Exchange Logistics ServiceNow CSM Portal and submit a request.

https://aafes.service-now.com/csm

