## **MSETCL Suppliers Guide to "Forgot Password" Functionality**

a) User has realized that he/she has forgotten password.

\rm User authen	tication failed		Authentica	tion failed. Password locked
User * Password *	<u>//400000061</u>		User * Password *	V4000000061
Guest User	Log On Forgot password? Click here	OR	Guest User	Log On Forgot password? Click here

- b) User (being MSETCL Supplier) clicks on "Forgot Password" link on main Logon Page and a new Window/tab will open of Browser.
- c) Main Page of application explains that Auto Password Reset is a two-step procedure.

Welcome to Auto Password Reset system of MSE	TCL SRM
Steps for Auto Reset of Password (only for Registered MSETCL Suppliers	)
Step 1 Receive Auto Password Reset Request Code (PRRC) on registered Mail	Generate PRRC
Step 2 Enter PRRC code and Get New Password on registered Mail	Get New Password on Mail

d) User will click on Button "Generate PRRC" being Step1.

f)

e) In Step 1, User will enter his/her User ID & Clicks button "Get PRRC on Mail".

We have received your Password	eset Request PRRC has been sent on your Registered Mail ND. Please enter the PRRC in Step 2	I fryou wish to reset the Password
Step 1		
Generate Password Reset Rev	est Code	
MSETCL Supplier User ID	V#000000001	
Oet PRRC on Mail		
Oet PRRC on Mail	ontaining PBBC within 10-15 mins from donotrenly@	mahatransco i

Dear Bidder
We have received Password Reset Request for your User ID in MSETCL SRM Portal. To confirm your Request Please enter following Password Reset Request Code (PRRC) in Step2 of Forget password. If You have not initiated this request, kindly ingore this mail & continue with your work.
Your PRRC is
sYQWI04T
Please do not share this PRCC to anyone. Validity for Password Reset Request Code (PRRC) is till midnight today only. Please complete step2. If you are in need to reset your password.
With Regards SRMADMIN
Note: This is a System Generated Mail, please do not reply. If you have any queries, please mail us on SRMADMN@materiansco.in

g) User reads mail & notes down PRRC. After reopening "Forgot Password" link, user will click on "Get New Password on Mail" being step2.

I You have successfully confirmed yo	Password Reset Request Your Password has been reset and the same is communicated on your Registered Mail VD. Please enter the same to pr	oceed turther
Step2		
Enter PRRC and Get New Passwor	m Mail	
MSETCL Supplier User ID	Visco dottorell Film 1	
Password Reset Request Code	ESCOMPR 1	
Get New Password on Mat		

 h) In step 2, User will enter his/her User ID and PRRC received on Mail. After he/she completes step2 by clicking "Get New Password on Mail" Button, User will receive a mail containing new password within 10-15 mins from <u>donotreply@mahatransco.in</u>

Dear I We hi confin	Ridder ner received Password Reset Request for your User ID in MSETCL SRM Portal. You have acknowledged and ned this request by entering the PRCC in Step 2 of Forgot Password Page.
Your	Password has been reset as under
IGHL3	GgB
Pleas Visit o Subse	e do not share this Password to anyone ur homepage i.e. https://armetender.mahatransco.in/ and enter your Usemame and above Password quently, System will prompt you to change the Password as per your choice on Change Password Page.
With MSET Note SRM/	tegards. CL SFM This is a System Generated Mall, please do not REPLY. If you have any queries, please mail us on DMN@mahatransco.in

i) Now user can proceed with new password for regular login. After first logon system will automatically prompt user for setting his/her own password for further usage.

Change Password	1
Old Password *	•••••
New Password *	
Confirm Password *	
	Change Cancel

- j) If user completes Step1 and does not receive a mail containing PRRC in 10-15 Mins, then user has to contact MSETCL on <a href="mailto:strmadmin@mahatransco.in">srmadmin@mahatransco.in</a>.
- k) In case user does not complete step2 before midnight (of day when step1 was carried out), then user has to carry out step1 again as every PRRC code expires at every midnight.
- If User repeats step1 without completing step2, user will see below shown error on clicking "Get PRRC on Mail".

📙 PRRC is already send on your Registered E-mail I/D. Please enter the same in Step 2 to continue.

m) If user enters wrong details in Step2, user will see below shown error on clicking "Get New Password on Mail".

Please enter valid PRRC received on your mail.