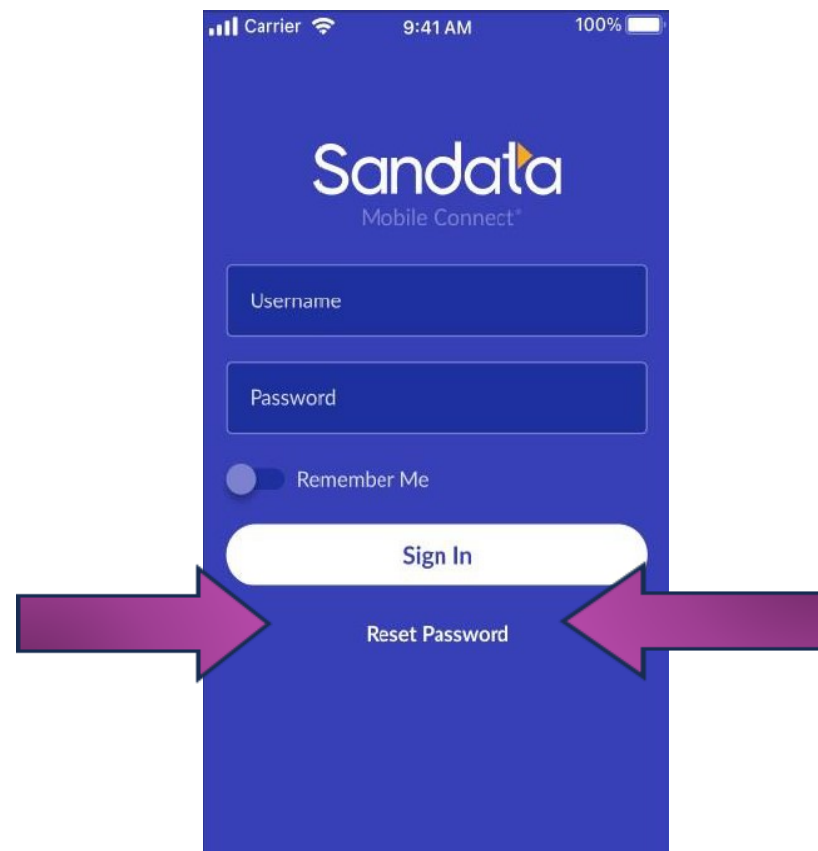


How to reset your own password on the Sandata Mobile App

1: From the mobile login screen click “Reset Password”.

2: A temporary password will be sent to the email on file.



Helpful Hints

Your password must contain:

*At least 1 number

*At least 1 letter

*At least 1 Uppercase letter

*At least 1 lowercase letter

*At least one “special” character (i.e., @\$%^)

*The length must be at least 12 characters

Helpful Hints Continued...

- *Passwords expire every 60 days.*
- *Password expiration message reminders will start 10 days prior to 90 days*
- *Failed login 5 times in a row will result in login being locked. The agency (Allied) will need to be contacted to be reset.*
- *For security reasons, Sandata systems will only allow one password change per day*