

## Terminal Operations

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**FUNCTION NAME:            RESET SMARTCARD PASSWORD**

**WHEN TO USE:**

- For a delegated administrator (DA) to reset the smartcard password

**AVAILABLE MAINTENANCE FUNCTIONS:**

- A. Reset Smartcard Password  
To reset smartcard passwords

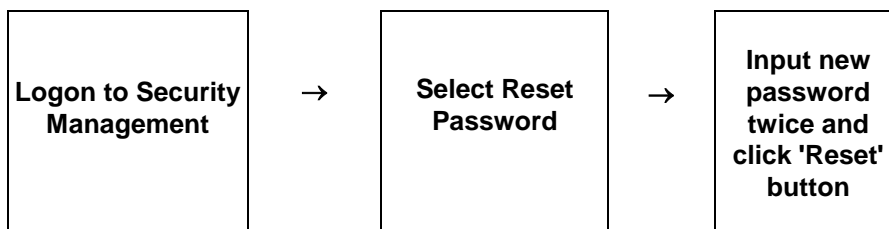
**AVAILABLE FUNCTION TIME:**

- The function must be performed between 7:00 a.m. and 7:00 p.m. Monday to Friday, and between 7:00 a.m. and 1:00 p.m. Saturday (except holidays).

**FUNCTIONAL DESCRIPTIONS:**

- If a user forgets his/her smartcard password, he/she should inform the DA as soon as possible and request the DA to assign a new smartcard password to him/her.
- The DA can make use of this function to assign new smartcard passwords.
- The DA should insert the smartcard into the smartcard reader before attempting to change the smartcard password.
- The new smartcard password should consist of 6 - 8 digits.
- When completed, a message 'Smartcard password reset successfully' will be prompted to the user.
- Maker-checker mechanism is not applicable to the function.
- The function can be separately assigned to a different DA.

The access path for reset password is:



## Section 7.9

### Reset Smartcard Password

#### RESET PASSWORD – Sample Screen:

Maintain User Profile  
View Listings  
View Reports  
Reset Smartcard Pwd  
Get Authorisation Code

Reset Smartcard Password [Print](#) [Site Map](#) [Logout](#) [Change Password](#) **DSRP 01**  
13-May-02 12:13:03

**Reset Smartcard Password**

Please insert the smartcard into the reader and enter a new password.

New Password :

New Password (Re-enter) :

[Help](#)

近端 intranet

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Microsoft Internet Explorer  
Smartcard password reset successfully

**DESCRIPTION OF FIELDS:**

<b><u>Field</u></b>	<b><u>Description/Format</u></b>
New Password	<ul style="list-style-type: none"><li>- Enter new smartcard password.</li><li>- Must consist of 6 - 8 digits.</li></ul>
New Password (Re-enter)	<ul style="list-style-type: none"><li>- Enter new smartcard password again.</li><li>- Must be the same as New Password</li></ul>