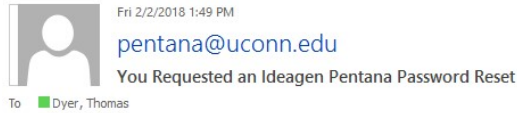


PENTANA PASSWORD CREATION PROCESS

- 1) A system generated email will sent by the Pentana Audit Management System with a link to a password management website.



Password Reset for - 'thomas.dyer@uconn.edu'

Follow the link below to reset your Ideagen Pentana password:

https://pentana.oace.uconn.edu/PentanaPRD/FBA/Account/Account_Login.aspx?id=thomas.dyer%40uconn.edu&ttype=reset&token=cD7oGK75YKwBvAHd9FJkIq2

Regards,

Ideagen Pentana Admin

- 2) Complete the “New password” and “Confirm new password” fields, then click on the Reset Password button.



Manage Account - Reset Password

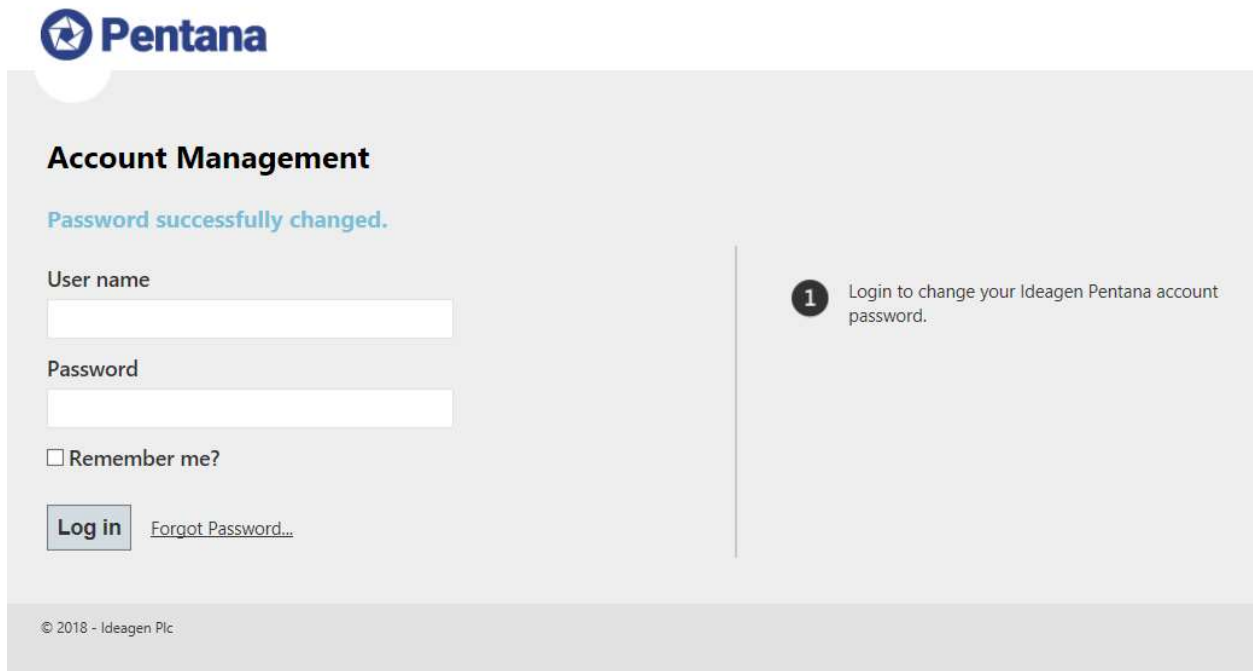
New password

Confirm new password

Reset password

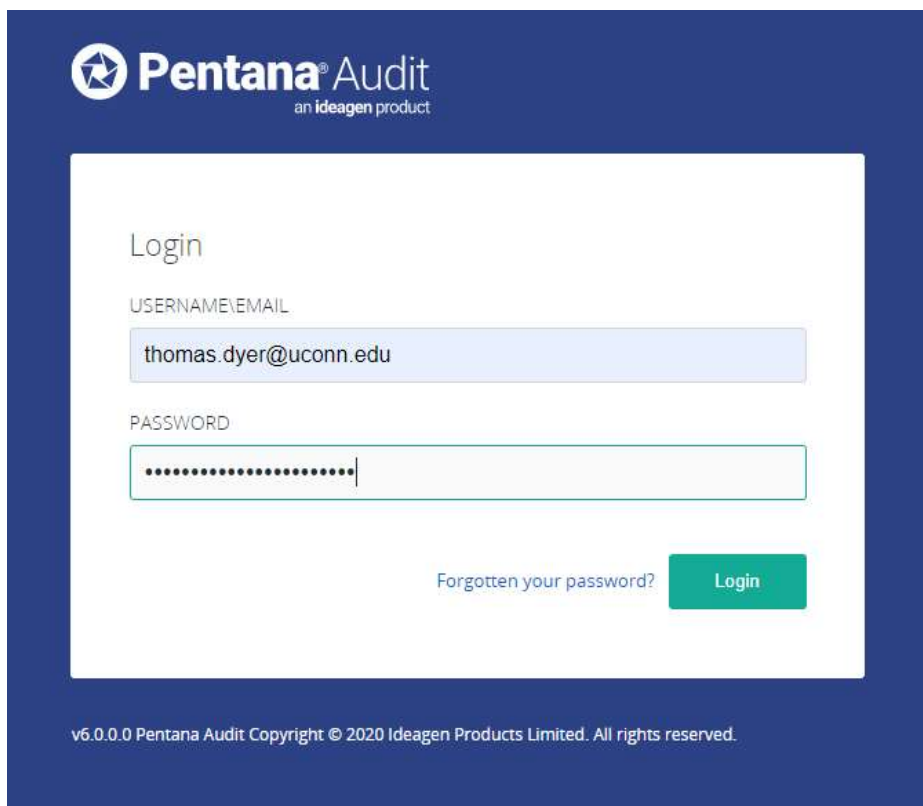
1 Enter your a new password and click 'Reset Password' to set your new password.

- 3) You will be shown a message that reads: “Password successfully changed”. At this time **NO FURTHER ACTION IS NECESSARY** and you may close the browser window.



The screenshot shows the Pentana Account Management interface. At the top left is the Pentana logo. Below it, the heading "Account Management" is displayed. A blue message states "Password successfully changed." Below this message is a login form with fields for "User name" and "Password", a "Remember me?" checkbox, and a "Log in" button. A link for "Forgot Password..." is also present. To the right of the form, a numbered instruction "1 Login to change your Ideagen Pentana account password." is shown. At the bottom left, the copyright notice "© 2018 - Ideagen Plc" is visible.

- 4) Navigate to <https://pentana.oace.uconn.edu/PentanaPRD/WebUI/login.aspx> and enter your email address and password to view any open audit items assigned to you.



The screenshot displays the Pentana Audit login page. The header features the Pentana Audit logo, with "an ideagen product" written below it. The main content area is titled "Login" and contains two input fields: "USERNAME\EMAIL" with the value "thomas.dyer@uconn.edu" and "PASSWORD" with masked characters. Below the password field is a "Forgotten your password?" link and a green "Login" button. At the bottom of the page, the footer text reads "v6.0.0.0 Pentana Audit Copyright © 2020 Ideagen Products Limited. All rights reserved."