MAGIC and ACE Security Questions Setup

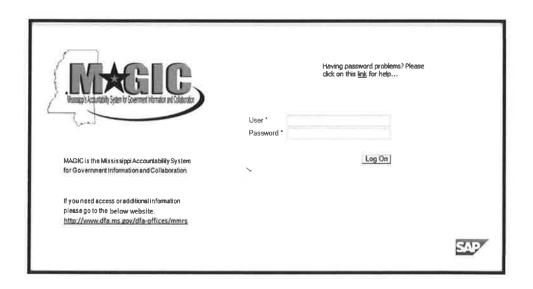
DFA recently updated the IdM (Identity Management) system that is used to manage MAGIC and ACE security. As part of the upgrade, the first time you log into MAGIC, after September 10, 2020, follow the instructions below to setup your security questions.

If you only log into ACE (not MAGIC) you are not required to reset your ACE password. However, the next time you need to reset your ACE password these instructions must be followed.

1.) Enter your user-id and password on the MAGIC login page and click Log On.

If you don't know your current password, contact the MMRS Call Center at mash@dfa.ms.gov. Please include your user-id in the email and only send one email. An analyst will contact you as soon as possible to provide assistance.

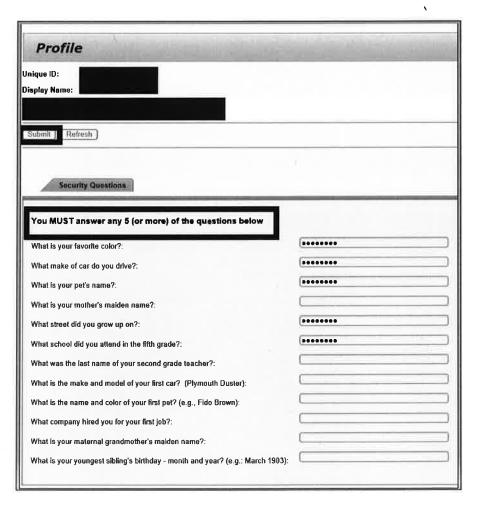
You will not be able to use the password reset option on the MAGIC or ACE page until your password is reset by DFA. Once the password has been reset by DFA, use the provided temporary password to complete the steps below.



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2.) The screen below should appear. Answer at least five (5) of the security questions.

If applicable, your previous answers will be contain ______. Delete these answers and reanswer the question. Or, you can delete the answer to these questions and answer another question.



- 3.) Click Submit.
- 4.) Close your internet browser and wait ten (10) minutes before logging into the system again.
- 5.) If you are still not able to log in, email <u>mash@dfa.ms.gov</u>. <u>Please include your user-id</u> in the email and only send one email. An analyst will contact you as soon as possible.