

BlitzDocs Updates: August 2014

On August 4, 2014 BlitzDocs will be releasing a security update that will impact the following.

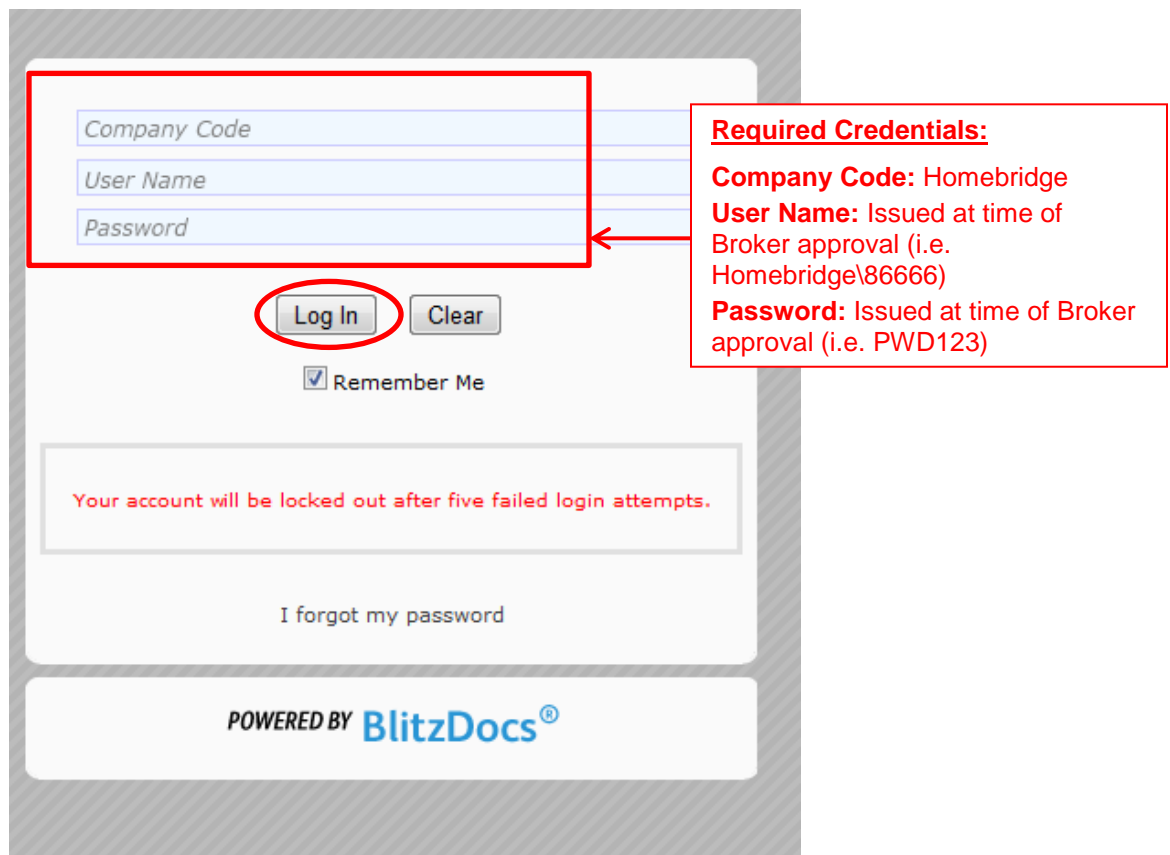
- **New Login Screen:** Updated screen image and required credential input
- **Password Reset Change:** Improved online functionality

New Login Screen

The “Remember Me” feature will be disabled; **passwords will no longer be saved.** While the “Remember Me” checkbox will still appear, it will not be functional and users will be required to enter credentials.

Effective August 4th, credentials will be required for every login attempt.

- Input required credentials:
 - **Company Code** (must be Homebridge),
 - **User Name** (issued at time of Broker approval) , and
 - **Password** (issued at time of Broker approval)
- Click “**Log In**” button



The screenshot shows a login form with three input fields: "Company Code", "User Name", and "Password". A red box highlights these three fields, and a red arrow points from a text box on the right to the "Password" field. Below the input fields are two buttons: "Log In" (circled in red) and "Clear". Below the buttons is a checkbox labeled "Remember Me" which is checked. At the bottom of the form, there is a red warning message: "Your account will be locked out after five failed login attempts." Below the warning is a link that says "I forgot my password". At the very bottom, it says "POWERED BY BlitzDocs®".

Required Credentials:
Company Code: Homebridge
User Name: Issued at time of Broker approval (i.e. Homebridge\86666)
Password: Issued at time of Broker approval (i.e. PWD123)



Password Reset Change

Passwords are universal to an account. A password reset impacts all users; any password reset should be communicated to all company users.

Password reset functionality will now utilize a **"I forgot my password"** link. This feature is similar to what is used in many other applications and provides the user with the ability to reset their password.

- Click **"I forgot my password"** for password reset

A screenshot of the HomeBridge login page. It features three input fields: "HomeBridge" (containing "HomeBridge"), "Admin" (containing "Admin"), and "Password" (containing "Password"). Below the fields are "Log In" and "Clear" buttons, and a "Remember Me" checkbox which is checked. A red warning message states: "Your account will be locked out after five failed login attempts." At the bottom of the form, the text "I forgot my password" is circled in red. Below the form is a footer that says "POWERED BY BlitzDocs®".

Click for password

- Click **"Click here to request a password reset via email"**
- A password reset email will be sent to email address associated with the User Name

BlitzDocs® Login Failed

Test - The user name and password combination you provided is not valid. Please check with your system administrator to verify your cred

If you are certain that you have the correct login name and pasword, please check for the following common problems:

- Your password is case sensitive, so you must enter it exactly as given to you
- If your username contains a *backslash*, it should be entered as this character `\\` and not this character `/`
- When you enter your username or password, ensure there are no leading or trailing spaces after either one (this may happen if yo

BlitzDocs Login ID: HomeBridge\Admin

If you like to receive a link to reset your password then click the following link:

[Click here to request a password reset via email](#)

Click for password reset email



- An email sent confirmation will appear on the screen

BlitzDocs® Login Failed

Test - The user name and password combination you provided is not valid. Please check with your system administrator to verify your credentials.

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BlitzDocs Login ID: HomeBridge\Admin

Email sent confirmation

If you like to receive a link to reset your password then click the following link:

✓ A password reset link has been sent to the email address that is registered for this user account.

- A password reset email will be sent to the email address associated with the User Name
- Click on the link to be directed to the password reset screen

From: xms-sys-admin@xerox.com Sent: Thu 7/17/2014 10:59 AM
To: Sheryl Cone
Cc:
Subject: BlitzDocs Password Reset

If you did not request your password to be reset, you should contact your HomeBridge BlitzDocs Administrator or Helpdesk. DO NOT respond to this email as this is an unmonitored email address.

Reset requested at Thu, 17 Jul 2014 10:58 AM

Click [this link which will direct you to the password reset screen](#)

Click on link for redirect to
password reset screen in BlitzDocs



- Enter the new password twice
- Click “Submit”

A screenshot of the HomeBridge "Change Password" form. The form has a header with the HomeBridge logo. Below the logo, the text "Change Password" is visible. There are two input fields: "New Password" and "Confirm Password". Both fields are circled in red. At the bottom of the form, there is a "Submit" button with a right-pointing arrow, also circled in red.

- Input required credentials and the new password
- Click “Log In” button

A screenshot of the HomeBridge login form. It features three input fields: "Company Code", "User Name", and "Password". These fields are grouped together and circled in red. Below the input fields are two buttons: "Log In" and "Clear". The "Log In" button is circled in red. There is also a "Remember Me" checkbox. Below the login fields, there is a red warning message: "Your account will be locked out after five failed login attempts." At the bottom of the form, there is a link that says "I forgot my password" and a footer that says "POWERED BY BlitzDocs®".

Required Credentials:
Company Code: Homebridge
User Name: Issued at time of Broker approval (i.e. HomeBridge\86666)
Password: Enter new password

IMPORTANT REMINDER:

Passwords are universal to an account. A password reset impacts all users; any password reset should be communicated to all company users.