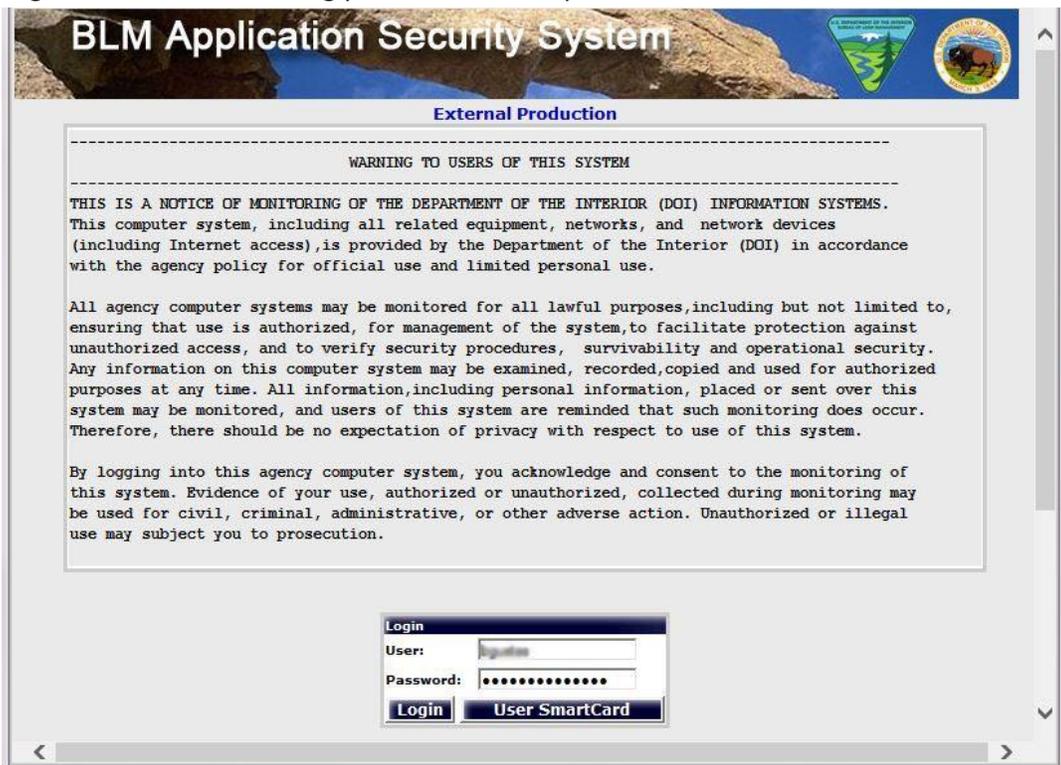


How to Convert Your External BASS Password Login Authentication to Active Directory Password Login

With the recent network upgrades for the external BASS server, BLM users can now convert their login authentication for the external BASS server (www.bass.blm.gov) from the BASS password that needs to be reset every 60 days to their Active Directory login. To do so, please follow these steps:

- 1) Log into external BASS using your current BASS password.



- 2) After logging in, click the My Profile tab in the Header menu.



- 3) On the My Profile, choose “Change Authentication Type” from the Action drop down menu.



This menu item will load the “Authentication Type” menu.



- 4) Select Active Directory – BLM on the “Authentication Type” menu



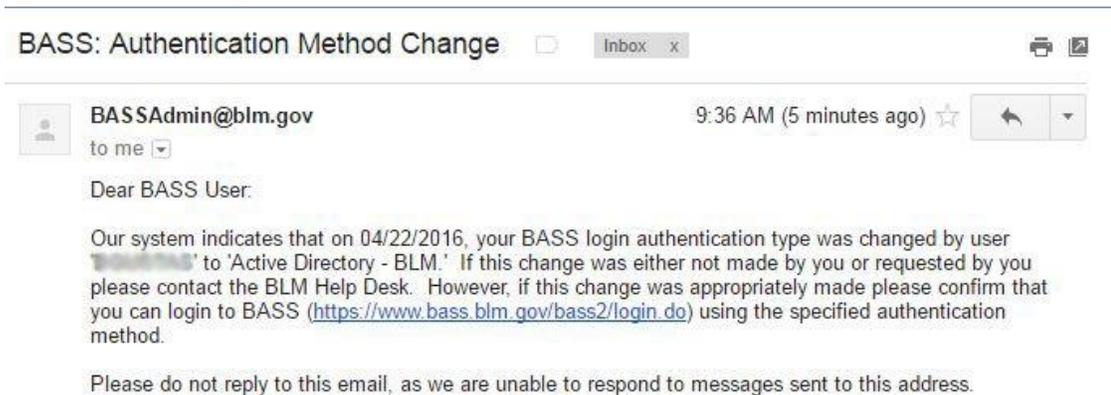
...and click the Enable Active Directory button.



- After clicking the Enable Active Directory button, BASS should load a page stating that “Your transaction is complete” in small green text.



You should also receive an email as shown below stating that your BASS login authentication type has been changed.



- Logout of BASS and then log back in with your Active Directory (Windows) to confirm your password authentication change.

Notice to BASS users wanting to enable SmartCard authentication. Please read the [BASS SmartCard Authentication Setup Guide](#) for instruction on how to enable login using their BLM issued SmartCard. Please be aware that once SmartCard authentication has been enabled for your account it will be the only method by which you will be able to login into BASS!

If you have any issues, please submit a Help Desk Ticket and request that it be assigned to the BLM-BASS Remedy Team.

Last Updated April 25, 2016