



PEPFAR

U.S. President's Emergency Plan for AIDS Relief

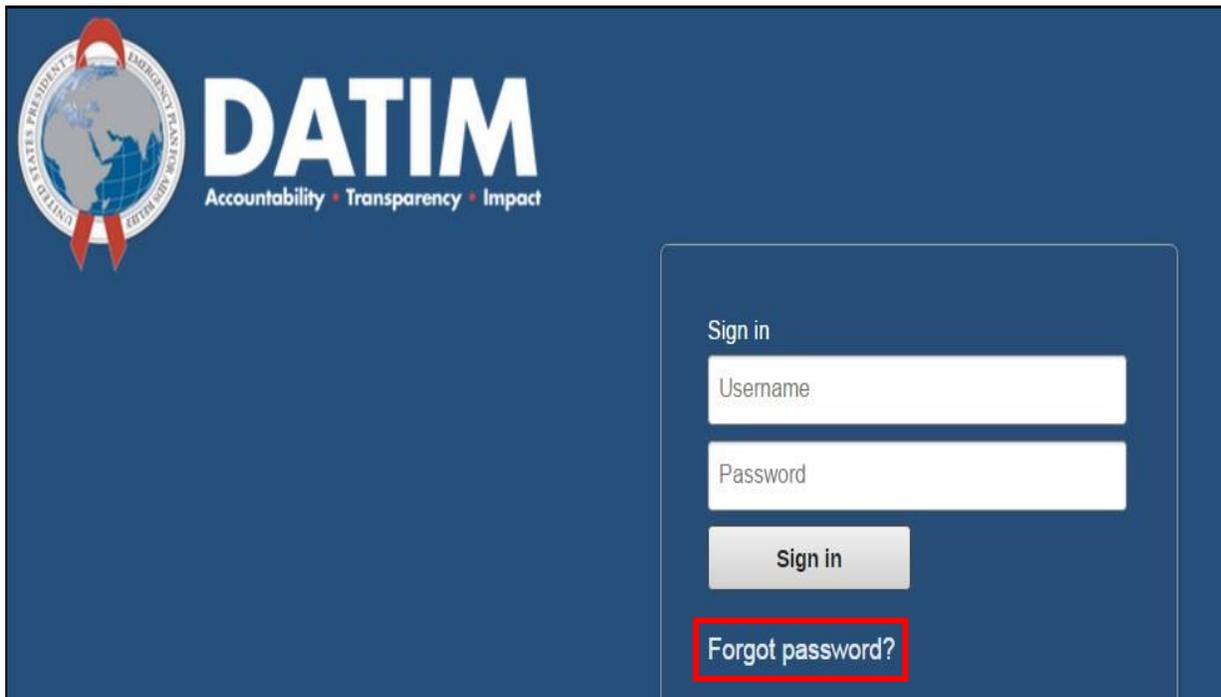
PEPFAR Data for Accountability Transparency Impact Monitoring (DATIM)

Password Reset User Guide

Purpose

The purpose of this document is to provide user instructions to recover account information and reset the password to access DATIM.

Step 1: Navigate to the PEPFAR DATIM homepage Please go to www.datim.org and click on **Forgot password**.



Step 2: Recover Account

Enter your username in the text box and click the **Recover** button.



The screenshot shows the 'Account recovery' page in the dhis2 system. At the top is a dark blue header with the dhis2 logo. Below the header, the text 'Account recovery' is displayed. There is a text input field labeled 'Username' and a 'Recover' button below it. The 'Recover' button is highlighted with a red rectangular border.

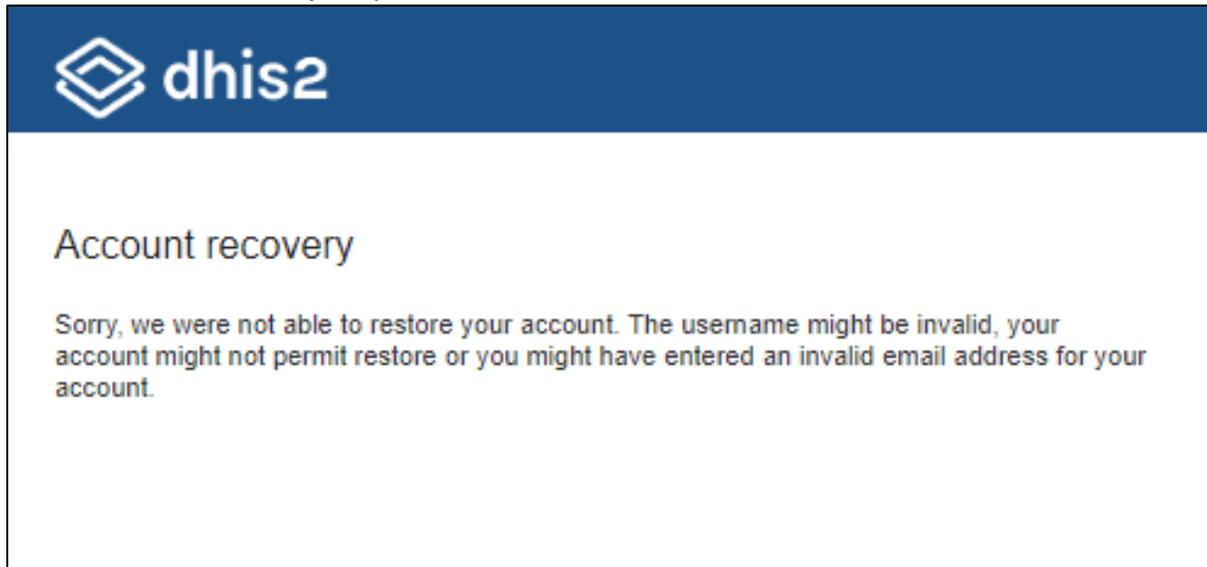
Once the **Recover** button is clicked, a password reset email will be sent to the email address associated with the account.



Account recovery

Please check the email account which you registered for this username. We have sent you instructions on how to restore your password.

Note: If the user name is not found, you will receive a message stating that your account could not be restored and therefore, your password cannot be reset.



If the user has forgotten their username, he/she must contact their local Country User Administrator who will navigate to the User Administration application, search for the user by name or email address, retrieve the username from the user profile, and share this user name with the user and have him/her reset password according to the steps in this document.

If the user wants to request an account, he/she navigate to the PEPFAR DATIM homepage (datim.org), and click on the request user account link. Upon clicking on the link, a new user request form will open. The person requesting the account must fill out the form and click submit. This includes specifying what data streams this user should have access to, and what type of access they should have.

Sign in

Username

Password

Sign in

[Forgot password?](#)

Last Synced:
2020-06-15 15:58:12 UTC

DATIM now uses DUNS numbers to identify Implementing Partners to help with data quality and integrity. [Find out if this impacts you.](#)

Analytics Runtime: Please note that analytics is currently running at approximately 60 minute intervals. The analytics refresh process is what allows newly-entered or deduplicated data to be viewed in the pivot tables. Please see the [Analytics Run Time job aid](#) if you have questions.

[Read the release notes for the current version of DATIM.](#)

By logging in and accessing this system, you agree to abide by the [terms of service](#).

You can request a user account at register.datim.org.

[Get Support](#)



NEW USER REQUEST FORM

Please enter your details below to request a user account on DATIM.

First Name *

Last Name *

Email Address *

User Type *

- USG
- Implementing Partner
- MoH Implementing Partner
- MoH Data Alignment

Operating Unit *

Preferred Language *

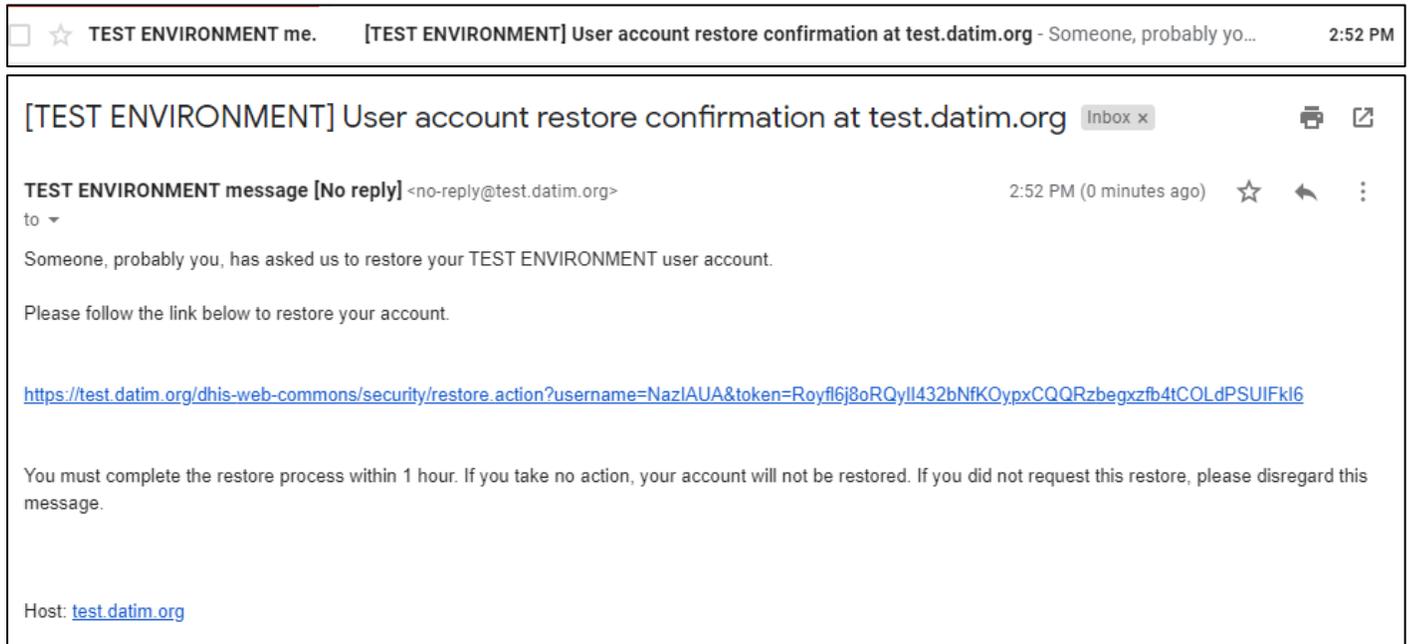
Are you requesting this account on behalf of someone else?

- Yes
- No

Justification for request *

Step 3: Open Password Reset Emails

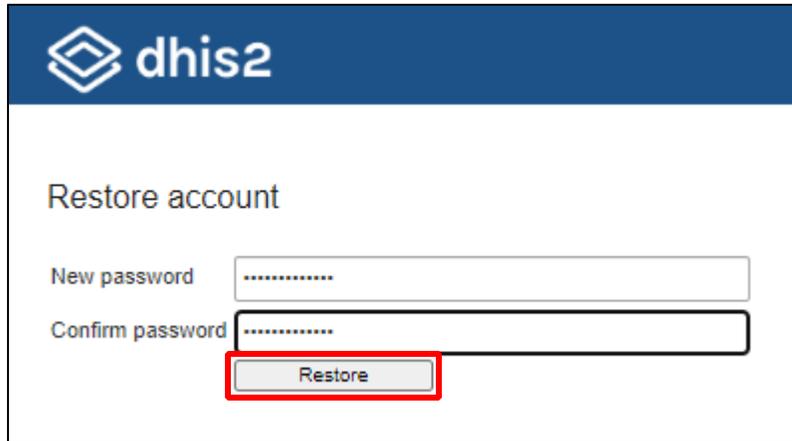
You will instantly receive an email that contains the link to reset your password. Note: You must complete the restore process within 1 hour of receiving the email. If you take no action, the code provided will no longer be active.



Step 4: Create a New Password

Upon clicking on the link (provided in the first email), a new window will open. Enter the code (provided in the second email) and create / confirm your new password. Passwords must meet the following requirements:

- Must be at least 8 characters in length
- Must include at least 1 uppercase character
- Must include at least 1 lowercase character
- Must include at least 1 numerical character
- Must include at least 1 special character



You will receive a message notifying you that your account was successfully restored. Click on the link to proceed to the login page.

log in at the login page.' The link 'log in at the login page.' is highlighted with a red rectangular border." data-bbox="202 392 775 559"/>

Step 5: Login Using your New Password

Type your username and new password and click on the sign in button.



DATIM
Accountability · Transparency · Impact

Sign in

Username

Password

Sign in

Forgot password?

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