GPOFMS - USER MANUAL FOR PORT USERS & SUPPLIERS

## Password Management – Change Password

Abstract

This manual is to the business or individuals who need to make transactional business with the Gujarat Maritime Board. This manual covers user change password.

Gujarat Maritime Board

Gandhinagar

Version 1.0, National Informatics Centre, Gujarat State Centre, Gandhinagar

1. Change password to the system

The system is a self-service system. The port user /supplier can change his password himself after logging in.

Step 1. Click on the user name show on the top right corner.
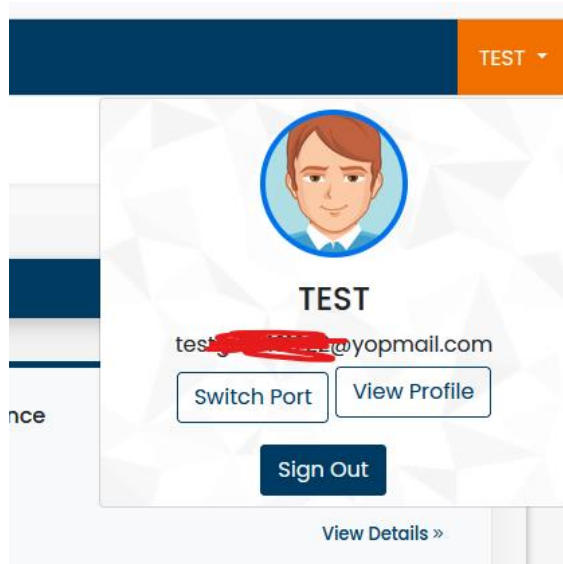
Step 2: Click on the View Profile Button and click change password.

Step 3: The screen to change the password will be shown the user can enter his existing password and also enter this new password. The password should have at-least 8 characters long and at-least one upper case character, one lower case character, one number and one special character.

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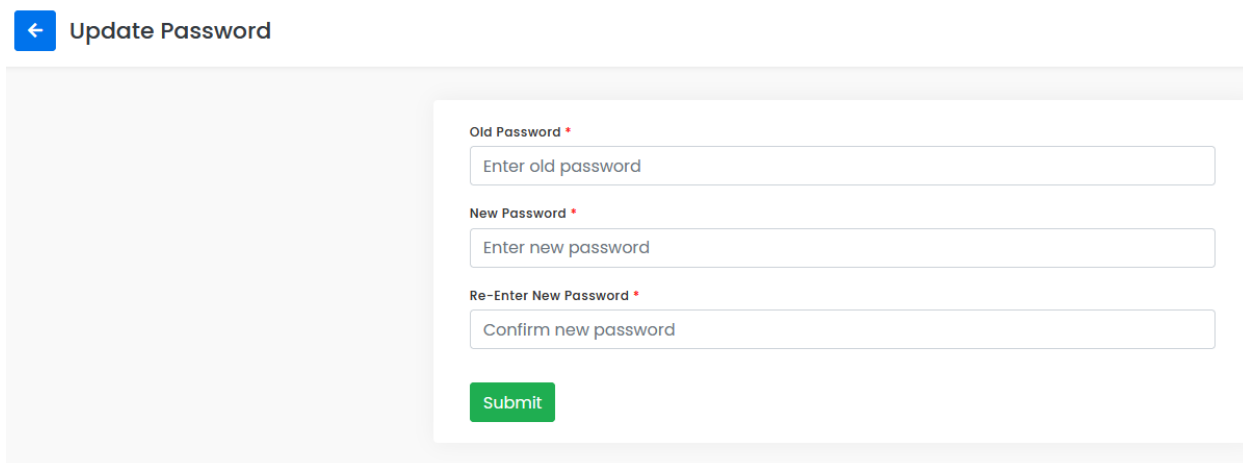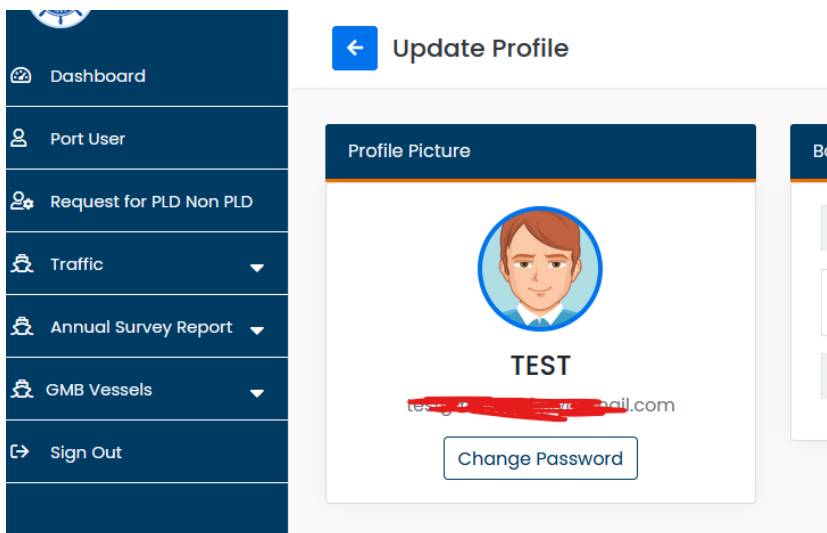
2. Getting Help from GMB.

Check for the helpline number and email provided in the gpofms.gujarat.gov.in.

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