



## Resetting your password and accessing the TRACS Portal

Go to [portal.tracs.org](http://portal.tracs.org) and click on the 'Forgot your password?' link.

tracs  
MEETING A HIGHER STANDARD

Sign in

Email

Password

Remember me [Forgot your password?](#)

Sign in

EDvera

Enter the email address that is attached to your TRACS account and click "Reset my password".

tracs  
MEETING A HIGHER STANDARD

Enter your account email below and instructions to reset your password will be emailed to you.

Email


Reset my password

EDvera

If you get an error message saying that your email address is not recognized or invalid, please send an email to [techsupport@tracs.org](mailto:techsupport@tracs.org).

This is the email that you'll receive. Click the "Change my password" link.

Password Reset Instructions Inbox x 🖨️ 📧

 **TRACS** <no-reply@edvera.com> 10:02 AM (1 minute ago) ☆ ↶ ⋮  
to me ▾

Hello [cyndi.donaldson@gmail.com](mailto:cyndi.donaldson@gmail.com)!

Someone has requested a link to change your password, and you can do this through the link below.


[Change my password](#)

If you didn't request this, please ignore this email.

Your password won't change until you access the link above and create a new one.

↶ Reply ➡ Forward

Enter a new password, confirm the password, and click "Set new password and log me in".



**Set new password**

Passwords must be at least 8 characters long.

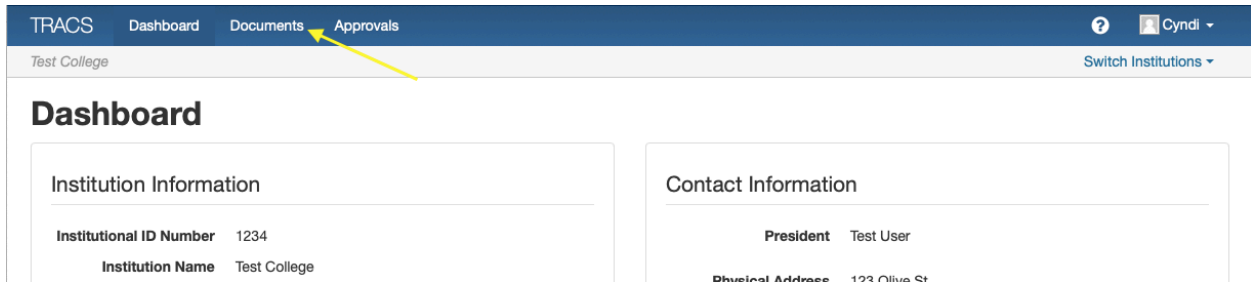
New Password

Confirm Password

Set new password and log me in



You are now logged in to the TRACS Portal. To start your AOR, click on “Documents”.



On the Documents page, click on “+Start Document” and choose Annual Operational Report from the dropdown.

