



# USDA eAuthentication

## Forgotten User ID - Internal Training Guide



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# Retrieve My Forgotten User ID

The following process can be used for USDA **Internal** eAuthentication accounts if you have a LincPass.

Please follow the instructions provided in this guide before contacting the Help Desk for assistance.

Note: If you do not have a LincPass, you will need to use the **Customer** process instead

# Steps for Retrieving a User ID

1. Access Self Service
2. Log in with your LincPass
3. View your User ID
4. Contact the Help Desk if you need additional assistance

# Access Self Service

- Go to <https://www.eauth.usda.gov>
- Click on **Update your account**



USDA United States Department of Agriculture  
USDA eAuthentication

EAS  
Electronic Access System  
www.EAuth.USDA.gov

login : YZ  
Password :

Home About eAuthentication Help Contact Us Find an LRA

You are here: eAuthentication Home

## eAuthentication Home

**Quick Links**

- ▶ What is an account?
- ▶ Create an account
- ▶ **Update your account**

**Administrator Links**

- ▶ Local Registration Authority Login

**Welcome**

USDA eAuthentication is the system used by USDA agencies to enable customers to obtain accounts that will allow them to access USDA Web applications and services via the Internet. This includes things such as submitting forms electronically, completing surveys online, and checking the status of your USDA accounts.

Please note that USDA will only accept eAuthentication Accounts from individuals.

Currently USDA eAuthentication does not have the mechanism to issue accounts to businesses, corporations or other entities.

To apply for a USDA eAuthentication Account, please visit the [Create an Account Page](#).

# Access Self Service (continued)

- Under the “User ID” and “Password” fields, click on the **I forgot my User ID** Link.

USDA United States Department of Agriculture  
USDA eAuthentication

login :   
Password :

Home About eAuthentication Help Contact Us Find an LRA

You are here: eAuthentication Home > eAuthentication Login

## eAuthentication Login

**LincPass (PIV) ?**

CLICK HERE TO  
**LOG IN**  
WITH YOUR  
**LincPass (PIV)**

**User ID & Password ?**

User ID:   
Password:

I forgot my **User ID** | Password

**REGISTER** **LOGIN**

Change my Password

**Quick Links**

- ▶ What is an account?
- ▶ Create an account
- ▶ Update your account

**Administrator Links**

- ▶ Local Registration Authority Login

# Access Self Service (continued)

- Click the **Login with my LincPass** button

USDA United States Department of Agriculture  
USDA eAuthentication

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## Forgotten User ID

### Step 1: For USDA Federal Employees/USDA Contractors and Affiliates

Retrieve your eAuthentication User ID using your USDA LincPass ?

To retrieve your eAuthentication User ID using your LincPass, please click on the **Login with my LincPass** button.

If you do not have your LincPass, enter your First Name, Last Name, and Email in the section below to retrieve your eAuthentication User ID(s).

**Login with my LincPass**

### Step 1: For USDA Customers

Please enter your First Name, Last Name, and Email in the section below to retrieve your eAuthentication User ID(s). ?

Required Field\*

First Name\*

Last Name\*

Email\*

Continue

# Forgotten User ID Confirmation

- Take note of your User ID and click the **Continue** button

The screenshot displays the USDA eAuthentication interface. At the top left is the USDA logo with the text 'United States Department of Agriculture' and 'USDA eAuthentication'. At the top right is the EASD logo. Below the header is a navigation bar with links for 'Home', 'About eAuthentication', 'Help', 'Contact Us', and 'Find an LRA'. On the left side, there is a 'Quick Links' section with options like 'What is an account?', 'Create an account', and 'Update your account', and an 'Administrator Links' section with 'Local Registration Authority Login'. The main content area is titled 'Forgotten User ID' and shows 'Step 2: Confirmation'. It states 'Your eAuthentication User ID is: **Test.UserName**' with a yellow arrow pointing to the ID. Below this, it says 'Please click the **Continue** button to proceed to your eAuthentication account' and features a 'Continue' button circled in red.

# View My eAuth Profile information

- If desired, you may view other information in your profile by going to the **Modify My Profile** link located under the **Home** tab.
- Otherwise, you may click **Logout**.



The screenshot shows the user interface for the USDA Enterprise Entitlements Management Service. At the top left is the USDA logo and the text "United States Department of Agriculture". The main title is "Enterprise Entitlements Management Service". Below this, a blue bar indicates the user is "Logged in as:" followed by a red circle around the "(Logout)" link. A navigation menu includes a "Home" button and a "Tasks" dropdown. The "Tasks" dropdown is expanded to show a link for "Modify My Profile". Below this link is a legend: "• = Required". The profile information is displayed in a table-like format:

Login ID	Test.UserName
eAuthentication Assurance Level	2
First Name	Test
Preferred First Name	
Middle Name	
• Last Name	UserName
Suffix	

# Contact the Helpdesk

- If you are unable to retrieve your User ID or have additional eAuthentication questions, please contact the eAuthentication Help Desk:
  - 1-800-457-3642 (Option 1)
  - eAuthHelpDesk@ftc.usda.gov

