### There are 3 Primary Login Credentials for all Auxiliarists

| System                                   | Login/username<br>format   | Primary Applications /<br>Systems  |
|--|--|--|
| AUXDATA II                               | memberid@uscg.aux  Complex passwords and Two factor authentication | Auxiliary database,<br>patrol orders, activity<br>logs, facility inspections |
| USCGAUX  Sign Up/In with USCGAUX         | memberid  Complex passwords and Two factor authentication          | Aux Directory, Aux Online Classroom, NTC, AAMS                               |
| Member Zone  Member ID: Password: LOG IN | memberid   | National, District,<br>Division and Flotilla<br>WOW websites                 |

## **How to for AuxDirectory (USCGAUX) & Member Zoon**

These directions will give you the information you need:

- 1. to login to AuxDirectory for the first time
- 2. how to get a new password should you forget your password for AuxDirectory.
- 3. Instruction for getting an Auxiliary Member Zone ID and Password for access to other areas of auxiliary such as Flotilla, Division, District and National websites that requires login credentials.

# To start Click Here or copy and past link below.

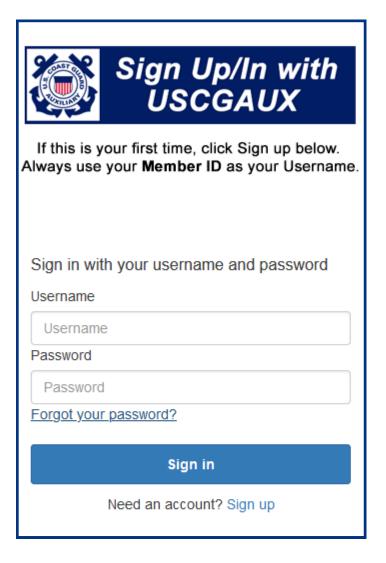
https://uscgaux.auth.us-west-2.amazoncognito.com/login?cli-

<u>ent\_id=701u1ktvbi5aqvkijcpu4ekod6&response\_type=token&scope=aws.cognito.signi\_n.user.admin+email+openid&redirect\_uri=https://uscgauxcognitolegacyproxy.cgaux.org/AuxOfficer.php</u>

You should arrive at a page with the image to the right.

At the bottom where is say "Need an Account? Sign up" click on Sign up.

Continue on to the next page for more instructions.



Once you arrive at the page type in your username which is your Member ID and the page will change like the image to the right.

Email address is the address you used on you member application form.

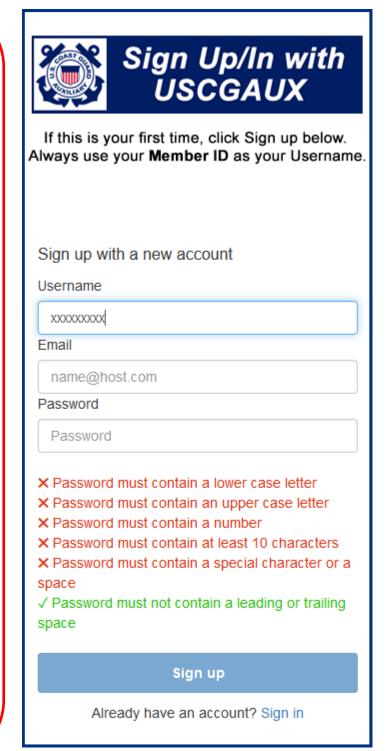
For Password, please note instruction in red and green on the image on the right.

If you are unsure what that address was contact your <u>FSO/CS</u> officer for verification

Please remember to write down your password.

Currently this password is used for AuxDirectory, Online Classroom/ USCG Auxiliary Classroom, National Testing Center or any time you see the logo below.





### Forgot Password

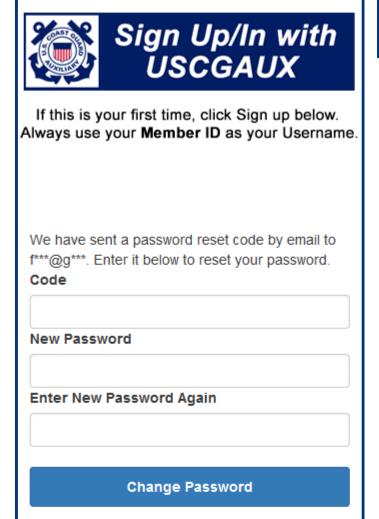
Click Here to go to webpage for forgot password

https://uscgaux.auth.us-west-2.amazoncognito.com/forgotPassword?

CII-

ent\_id=701u1ktvbi5aqvkijcpu4ekod6&response\_type=token&scope=aws. cognito.signin.user.admin+email+openid&redirect\_uri=https:// uscgauxcognitolegacyproxy.cgaux.org/AuxOfficer.php The links on the previous page should take you to a page with what you see on the right.

Enter your Username which is you Member ID and click on "Reset my password". That should take you to a page with image below.





If this is your first time, click Sign up below. Always use your **Member ID** as your Username.

# Forgot your password?

Enter your Username below and we will send a message to reset your password

Username

Reset my password

Please note that they will be sending you a code to your email address as listed in AuxDirectory and AUXDATA II. If you don't see it in your inbox check you Spam/Junk folder.

Type in the code and fill in the rest of the form and click on Change Password.

Don't forget to write down the new password.

### **Member Zone**

Member Zone is for Auxiliary website, that display in the menu, and image that looks like the one to the right.

To get login credentials <u>Click Here</u> or copy and past this link: <a href="https://auxofficer.cgaux.org/auxoff/activate/new\_password.php">https://auxofficer.cgaux.org/auxoff/activate/new\_password.php</a>

The image at the bottom will come up for you to fill out. Please note that Employee ID is your Member ID.

Primary email address is the one listed for you in AuxDirectory.

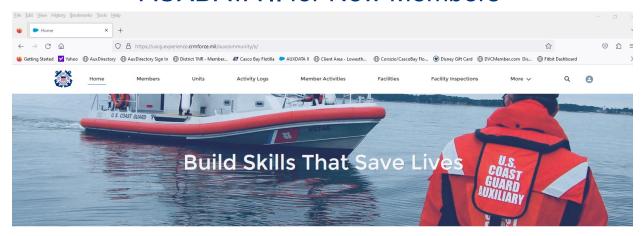
When you have completed the from click on Add/Change Password.

If you forget you password you can use this same form to get a new password.



| Create or Change Auxiliary Member Zone Password                         |  |  |
|---|--|--|
| Auxiliary or USCG Employee ID   | Contractors: please check this box   |  |
| Type New Password   |  |  |
| Type New Password again   |  |  |
| Type your Primary Email Address*  |  |  |
|   | Add/Change Password  |  |
|   | NOTICE:  |  |
| (1) *Auxiliarists: You must use your primary va                         |  |  |
| (2) *Active Duty/Contractors: You must enter y                          | our official USCG email address. covered by the provisions of the Federal Privacy Act of 1974. |  |
| (4) Use is strictly limited to listed members of                        |  |  |
| (5) Commercial use of any information in, or ba prosecuted.             | ased upon this program is strictly prohibited. Violators will be                               |  |
| (6) Please do not distribute any files, and keep                        |  |  |
|   | stact the National Help Deck at help coasts organd exhmit a ticket that                        |  |
| (7) For problems with this program, please cor<br>explains the problem. | tract the Mational Help Desk at <u>help.cgaux.org</u> and submit a ticket that                 |  |

#### **AUXDATA II for New Members**



After your paperwork has been processed and your information is entered into AUXDATA II and AuxDirectory you will receive an email with information on how to register for sign on credentials to logon to AUXDATA II.

Once you have set up your account and want to access it again you can <u>click here</u> or click on the link below or cut and paste the link to your web browser.

https://uscg.experience.crmforce.mil/auxcommunity/login?ec=302&startURL=%2Fauxcommunity%2Fs%2F

### AUXDATA II For All Members

AUXDATA II uses Two-Factor Authentication (2FA) for login.

Remember that your password for AUXDATA II needs to be reset every 90 days. Don't worry about this, they will remind you that you need a new password if its pass time when login.

If you forget your password you can get a new one by clicking on the Forgot Your Password?

As seen on image to the right.

