DLA Single Sign On (SSO) User Guide

Welcome to DLA Single Sign On (SSO)

DLA is leveraging Okta which is a cloud-based platform for identity and access management (IAM). It provides secure access to applications and systems for both employees and customers, simplifying the login process through features like Single Sign-On (SSO) and Multi-Factor Authentication (MFA). **Users should login via DOD CAC/PIV when available**.

What type of Assistance do you need

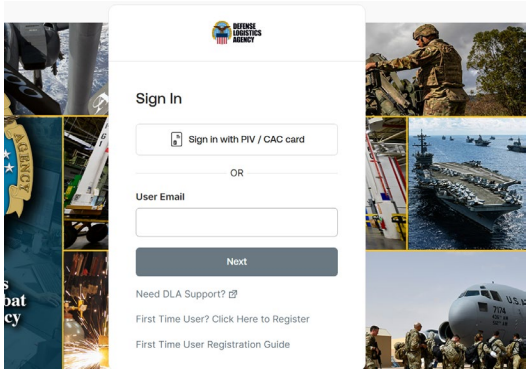
- **PIV/CAC Login Assistance**
- **Username/Password Login Assistance**
  - Reset Password Link
  - Forgot DLA User ID Link
- **Other Okta Assistance**
- **Need More Help**

PIV/CAC Login Assistance

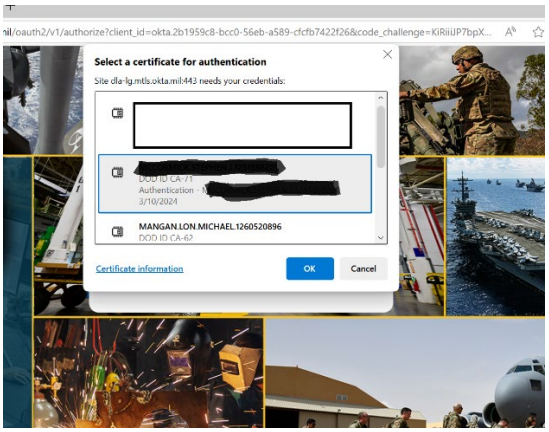
- How do I login via CAC/PIV to DLA SSO?
- How do I check if my CAC/PIV card is set up with DLA SSO?

Q. How do login via CAC/PIV to DLA SSO.

1. Go to https://login-legacy.dla.mil and accept the DOD warning banner
2. Click the **Sign in with CAC/PIV button**

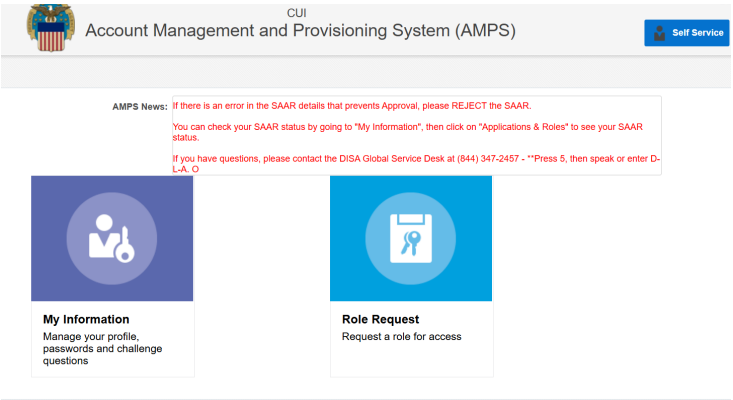


3. When prompted by the browser select your certificate



Q. How do I check if my CAC/PIV card is set up with DLA SSO?

1. Go to https://amps.dla.mil
2. Login with the CAC/PIV in question
3. Reaching the AMPS self-service home page via CAC indicates your CAC is setup with DLA SSO



4. **If unable to login via CAC** use the following link to the DLA Customer Interaction Center where you can get assistance on getting, you're CAC updated

   Use the phrase – "I need help getting my CAC working in AMPS" via email or phone call
   https://www.dla.mil/Customer-Support/

Username/Password Login Assistance

- How do I Reset my AMPS Password?
- What is my DLA User ID?
- How do I change my password?
- What is Okta Verify?
- How to set up Okta Verify?
- What if I can't put Okta Verify on a mobile device?
- How to Install Okta Verify for Windows (FastPass)
- What is FastPass?

Q. How do Reset my AMPS Password?

Use the link below to reset your AMPS account password. (you will need to know your DLA User ID)

https://prov.amps1.dla.mil/SelfService/faces/adf.task-flow?adf.tfId=forgot-password&adf.tfDoc=/WEB-INF/forgot-password.xml

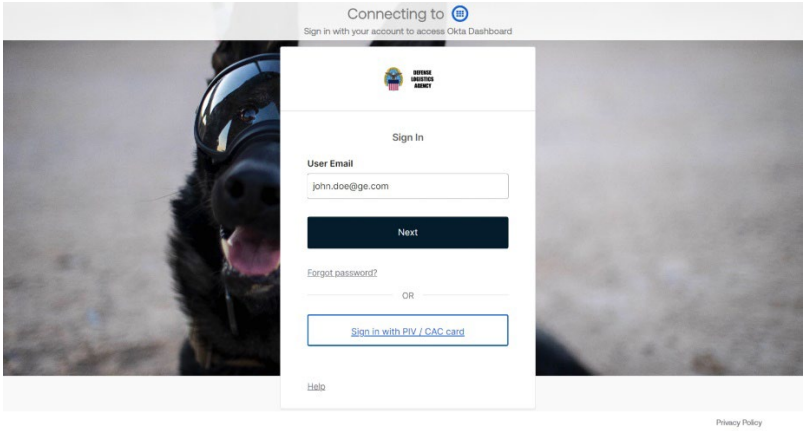
Q. What is my DLA user ID?

Use the link below to get your DLA User ID

https://prov.amps1.dla.mil/SelfService/faces/adf.task-flow?adf.tfId=forgot-userid&adf.tfDoc=/WEB-INF/forgot-userid.xml

Q. How do I change my password?

1. Go to https://login-legacy.dla.mil and enter your username (email) and click **next**



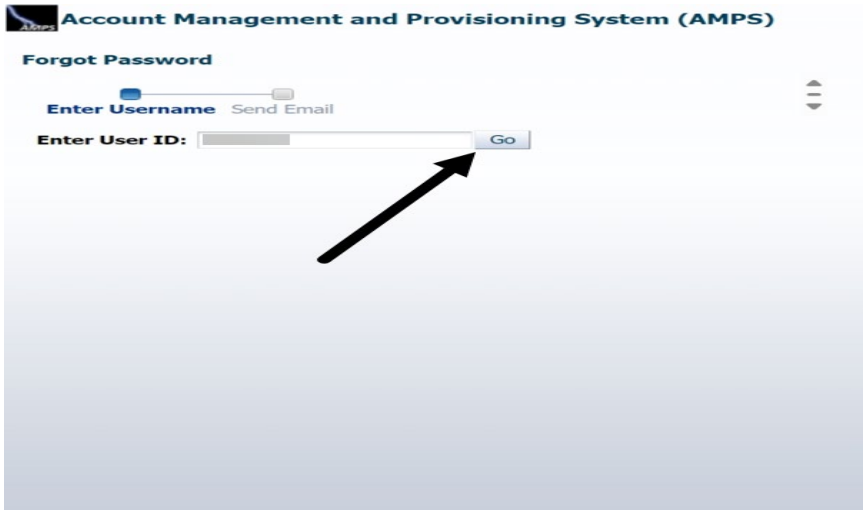
2. Click **Reset you AMPS Password** link



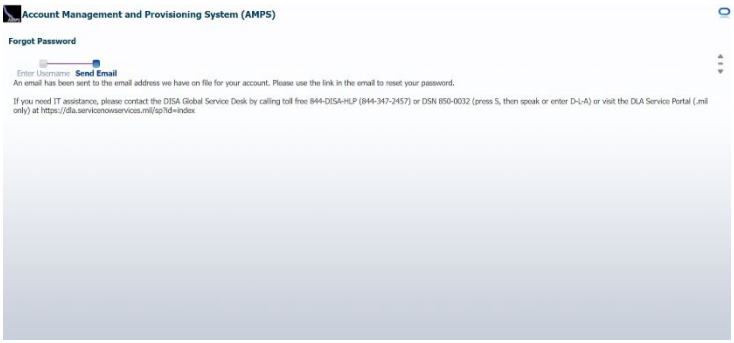
3. Click **Cancel** to any certificate prompt



4. Enter your **DLA user ID** and click the **Go** button



5. You will see a screen that reads "An email has been sent to the email address we have on file for your account. Please use the link in the email to reset your password."



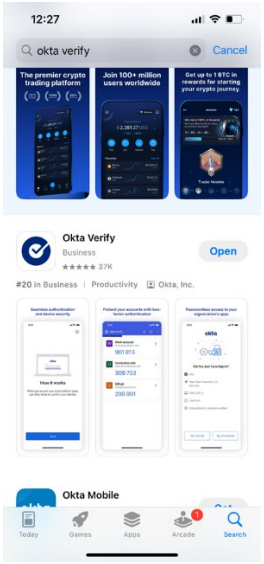
Q. What is Okta Verify?

Okta Verify is a multifactor authentication (MFA) app that enables users to confirm their identity when they sign in to their Okta account or Okta-protected resources and is required for username/password users (external users)

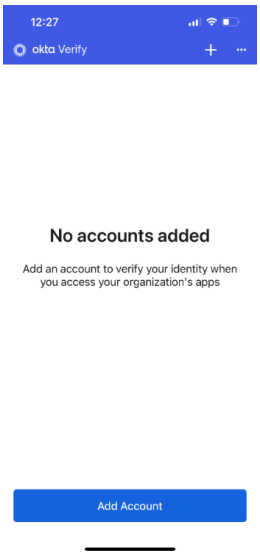
Q. How to set up Okta Verify

Setting up Okta Verify is quick and easy and required for Username/password users (External Users)

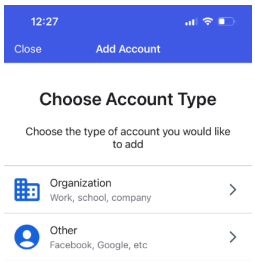
1. On your **mobile device**, download the Okta Verify app from the Apple (iPhone) or Google Play stores. (Android devices)



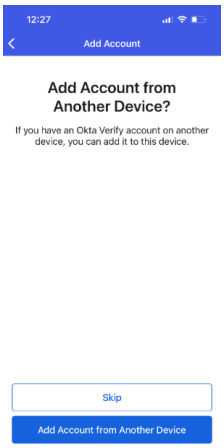
2. Open the Okta Verify app and follow the instructions to '**Add Account**'



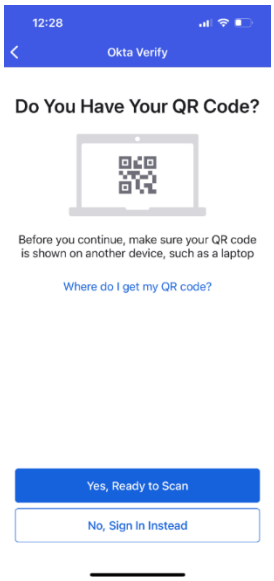
3. Choose to add a '**Organization**' type account



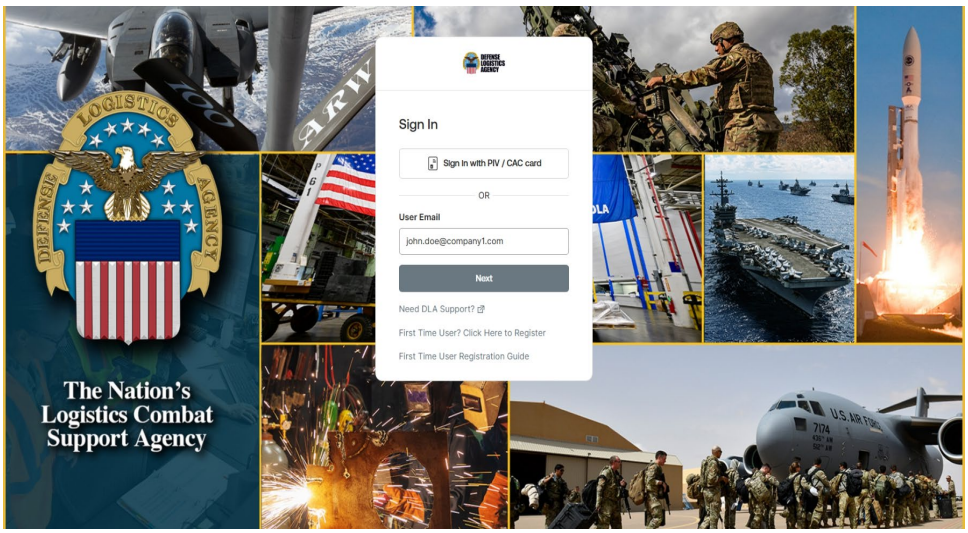
4. Choose '**Skip**'



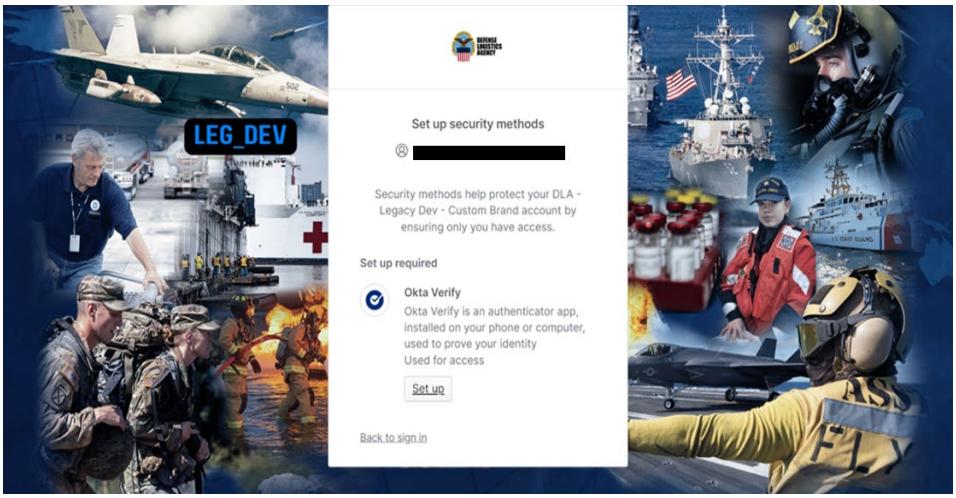
5. **We will come back to the screen below**



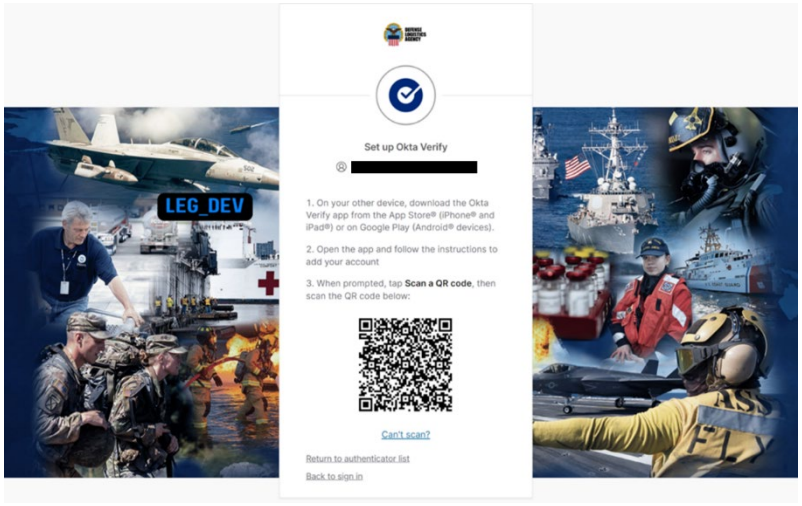
6. While leaving Okta Verify up on your mobile device go to the DLA SSO sign-in page https://login-legacy.dla.mil. Enter your email address in the '**User Email**' field and click next



7. Enter your AMPS password on the next screen
8. The account requires Okta Verify. '**Click 'Set Up**'



9. While in Okta Verify on your **Mobile Device** click '**Yes Ready to Scan**' and scan the screen presented below



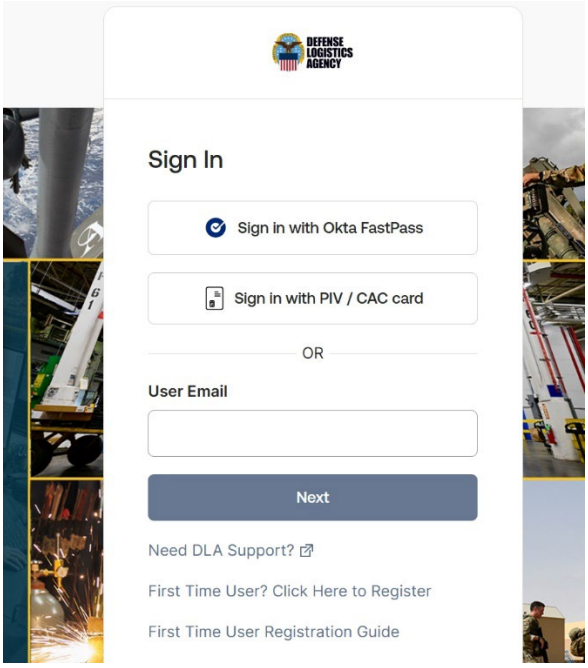
Q. What if I can't put Okta Verify on a mobile device

If a mobile device isn't allowed or available this is **not a problem** as Okta Verify with FastPass is available for Windows

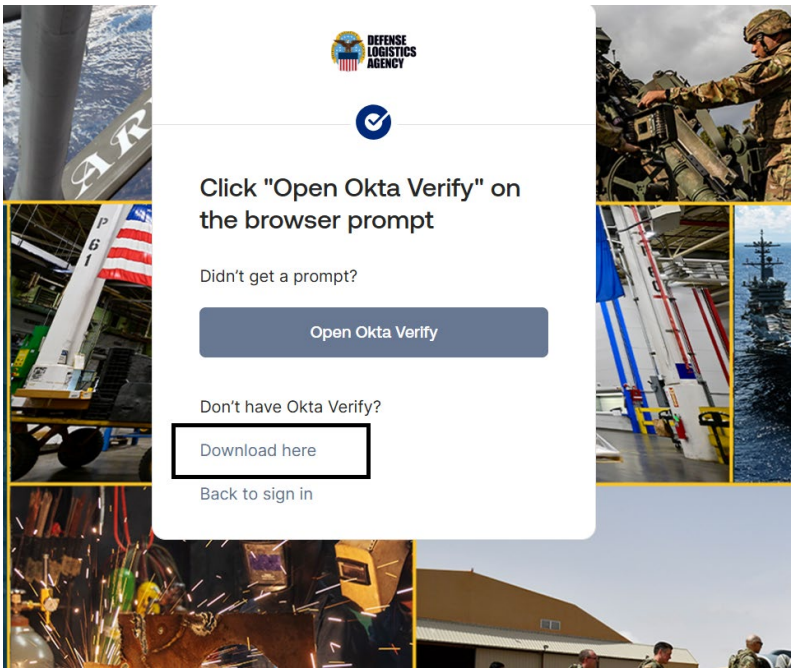
Q. How to Install Okta Verify for Windows (FastPass)

This section is for users that don't have a mobile device available.

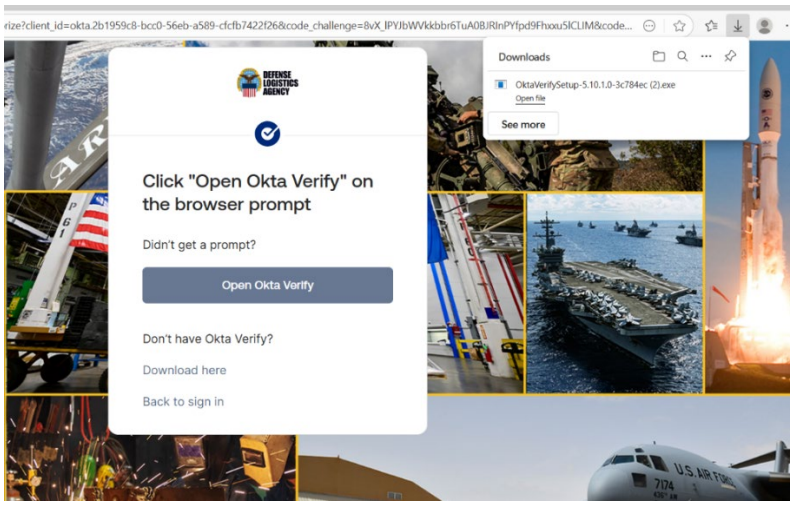
1. The 1st time user will go to the Okta login screen https://login-legacy.dla.mil and click the **Sign In with Okta FastPass** button



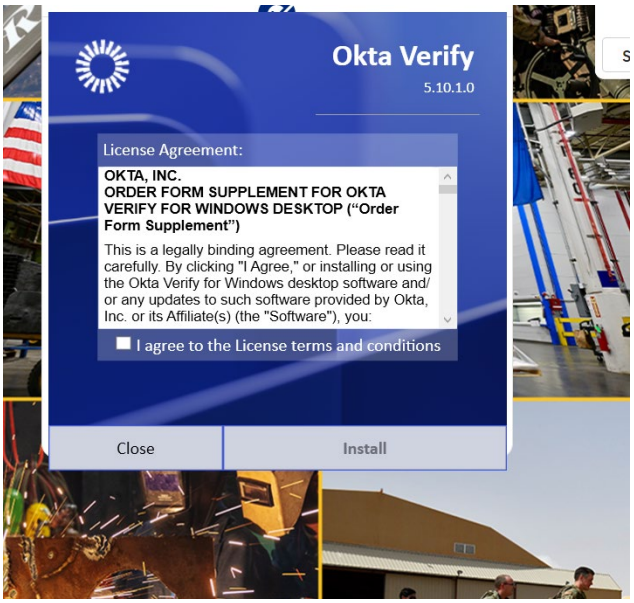
2. In most cases the user won't have Okta Verify installed so they will need to click the **Download here** link



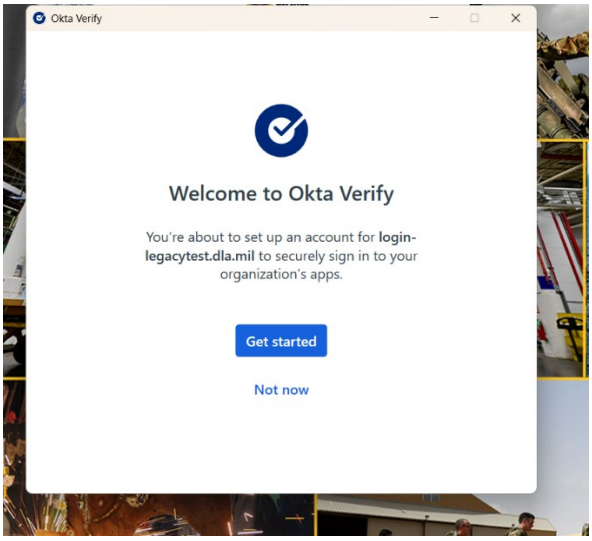
3. The screenshot below shows the PC downloading the Okta Verify exe file. Once the download is complete. Click 'Open file' to run the exe and complete the install



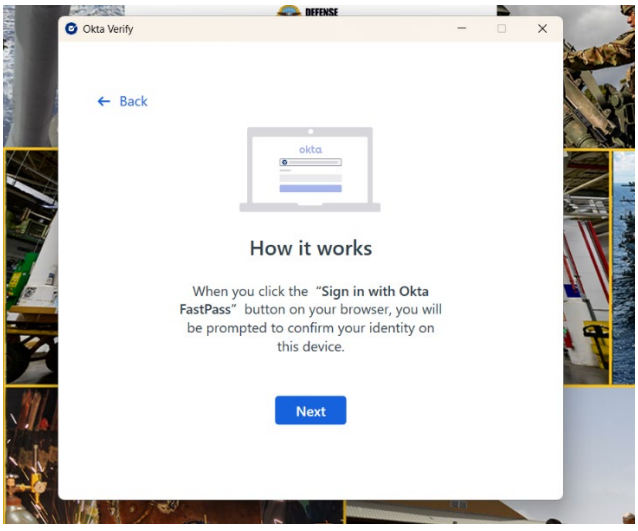
4. Click **Install**



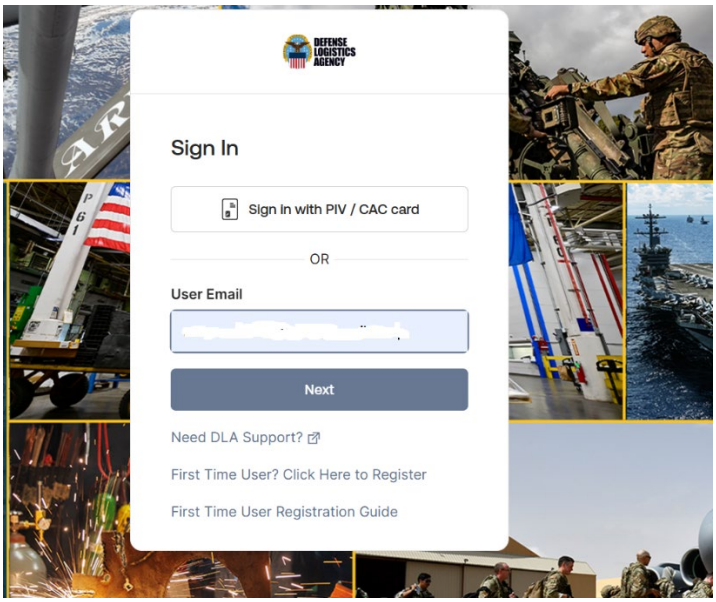
5. Once the installation is complete Okta Verify will launch. Click **Get started** to start the Okta Verify configuration



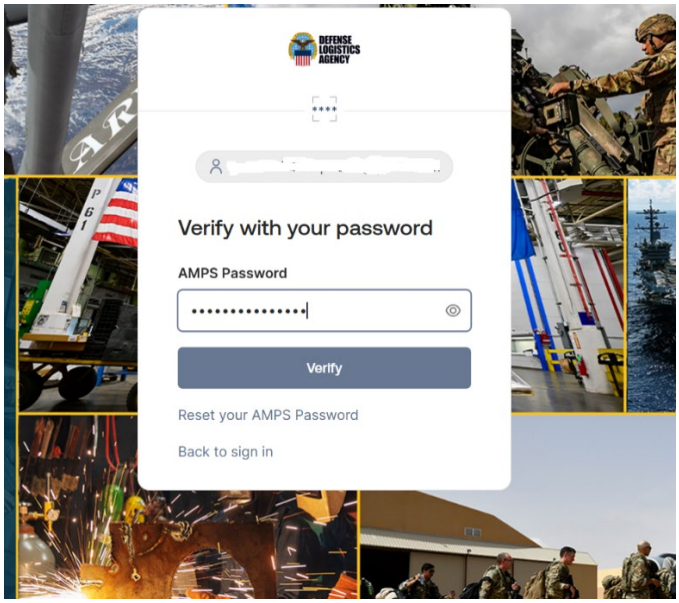
6. After clicking **Next** the user will be directed to the DLA okta login page



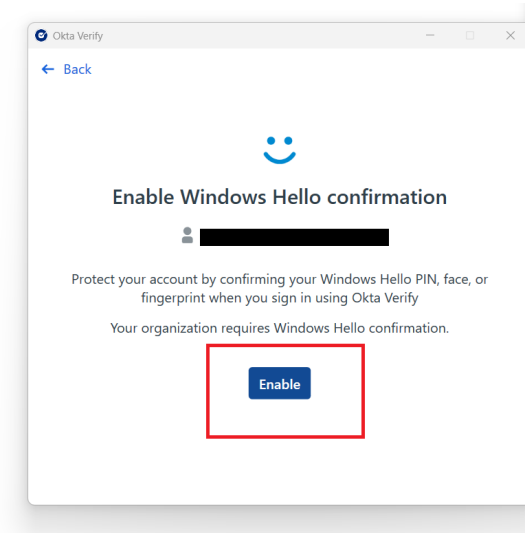
7. Enter your email in the User Email field



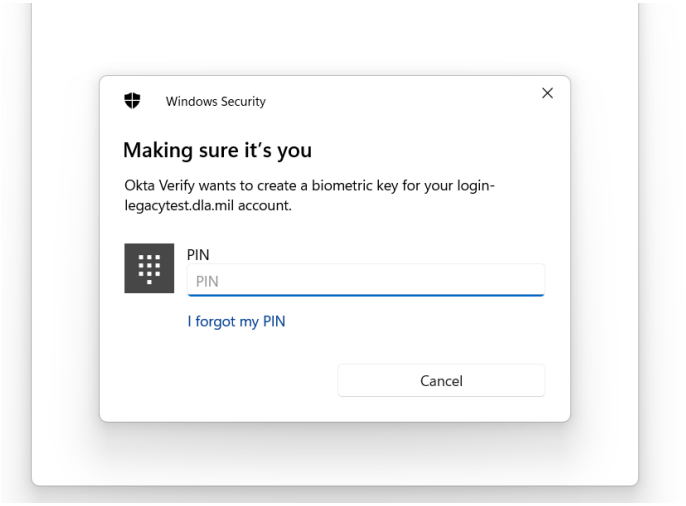
8. Enter your AMPS password

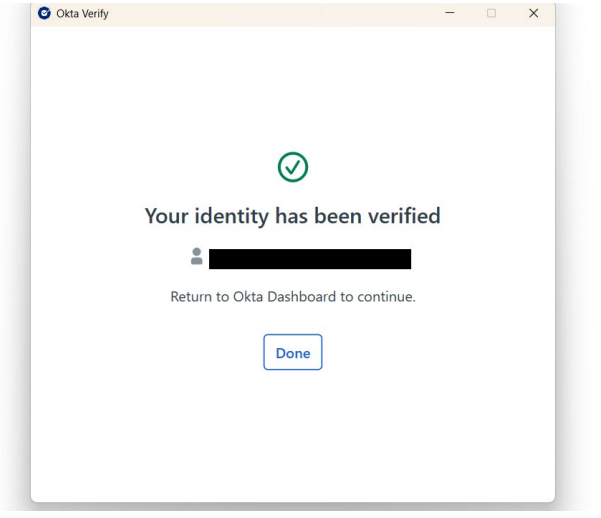


9. After entering the password, the user will be redirected back to Okta Verify application. Click the **Enable button**

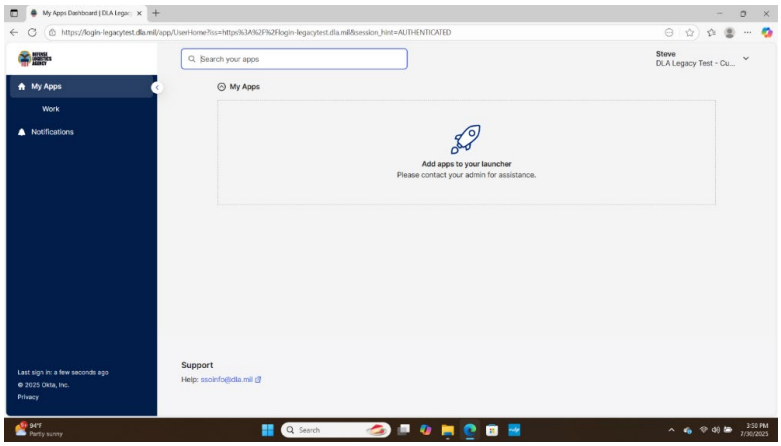


10. The user will be prompted by Windows Security to enter the PC's login PIN





11. On successful login the user is presented their Okta Dashboard showing the application tiles the user has access to.



Q. What is FastPass?

Okta Fast Pass is a passwordless and phishing-resistant authenticator that uses Okta Verify to enable secure, one-touch logins on various devices by combining device-bound cryptographic keys with user biometrics or passcodes. It provides strong, multi-factor authentication without requiring users to remember passwords, reducing friction and bolstering security against phishing and other credential-based attacks

Other Okta Assistance

Need more Help?

Open a ticket with the DLA Help Desk 24 hours a day, 7 days a week, including government holidays.

https://www.dla.mil/Customer-Support/