Reset ODS password instructions:

Step 1

- Go to ECU ITCS Service Request Systems https://ecu.teamdynamix.com/TDClient/Login.aspx?ReturnUrl=%2fTDClient%2fRequests%2fServiceCatalog%3fCategoryID%3d3655
- Enter "Pirate ID" and Pirate Port "Password"
- Click "Sign In"
- Under Services (6) ~ Click "Accounts and Passwords Support"
- Click "Request Support"
- Complete each required cell.
- In the Category cell, select "Other - Accounts & Passwords"
- In the Description cell, type "RESET REPT/ODS PASSWORD"
- Click "Submit"

Step 2

Once you get the new password from ITCS

- Go to https://ecubicapps.ecu.edu/oraclepwc
- Select “ODSPRD” from the Database Name Dropdown
- Enter "User Name" (PirateID)
- Enter "Old Password" (the password that ITCS has just created)
- Enter "New Password" (two times)
  - Password requirements include at least eight characters
  - At least one special character
    - Special characters allowed are ! % * + - / : ? _
    - Special characters NOT allowed are @ $ & ” ( ) , < > ` ; = #
- Click “Change Password”

After the ODS password reset is successful, go to ODS Quick Query website https://financialservices.ecu.edu/systems-coordination-ods-quick-queries/

Please note:
*The ODS password is not synced with the ECU Single Signon like Banner9 and SSB. Updating one does not update the other.** If prompted to update the ODS password in a quick query, do not reset password. Use the method listed above. Please call Penney Doughtie at 328-2706 if you have questions.

Revised by Penney Doughtie 1/15/2020