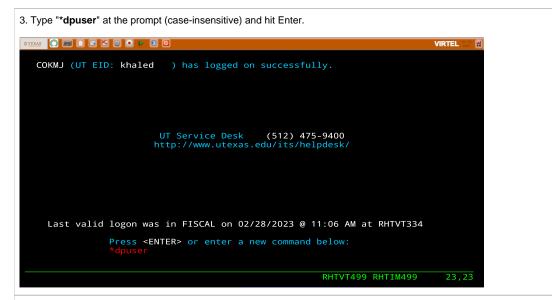
## Unlock a mainframe logon

(j)

Virtual Terminal (Virtel) is now reachable via a webapp at https://virtel.its.utexas.edu/w2h/appmenu.htm+applist
You must be designated a mainframe departmental contact for the department of the user you wish to unlock.

. Select the "Fiscal COM-PLE	TE" application			
Mainframe Application N	1enu		UIREL Friday 10 March 2023 - 09:05 Line C-HTTP Entry point CLIWHOST	
Click the COM-PLETE you wish	to use from the list below			
Develop COM-PLETE Fiscal COM-PLETE Students COM-PLETE Switch				
UT Service Desk	Help/Support	askUS	UT Log Out	
s 💽 📰 🛯 🖻 🖄 🖲 🕨 🗹	٥			
	- EID Logon to COM-	PLETE		
Day : Friday Date : 03/10/2023 Time : 09:07:39 COM-PLETE : FISCAL I	0727			
UT EID : Khaled Password . :				
NOTE: To change your UT	EID password, go to H	nttp://www.utexas.eo	du/eid/	
Enter-PF1PF2PF3 Cont End	PF4PF5PF6PF7-	PF8PF9PF10	PF11PF12	
		RHTVT499 RHT	IM499 15,29	



4. Type "UP" (for 'user profile') and the user's logon as shown and hit Enter.

UTEXAS			
UM	UserID MENU		9:14 AM
	UP UserID/Dept: COKMJ Application/Lib : KHALEDFile Name:		
Command	Function	Required	Optional
UP	View/Change UserID Profile (Lock/Unlock UserID, Request Password reset)	UserID	
UN	Add New UserID	UserID	
UI UL UJ	View List of UserIDs for particular user View List of UserIDs with time windows View List of UserIDs with last logon LUname	UserID or El	D UserID UserID
UA	View Applications for a UserID	UserID	Appl
UD UH UR	Delete UserID Profile and all authorizations UserID History (status changes to a UserID) User Report of Ownership/Authorizations	UserID UserID UserID	
=======	PF6=Help PF7=Main Menu PF8=Exit		
	RHTV	T499 RHTIM49	99 4,33

5. The user's profile page should show an "L" on the UserID Status field and, typically, the reason shown in the Status Comment field will be "Inactiv ity - 45 days" with the date it was locked. If this seems legitimate, i.e., you know the user has not left their position, nor is there any disciplinary reason for the logon to be locked, proceed to the next step.

8 TEXAS 🔘 📟 🗈 🖾 🔕 🔍 🕨 📵 🔘	
>> To change, type data and press ENTER. << UserID Profile	9:15 AM
Command: UP UserID/Dept: COKMJ Application/Library/Module: UT EID: KHALED File Name :T/	J: _
Name: JABER, KHALED M       Dept: COLLEGE OF COMMUNICATION         UT EID: khaled       Component: 0 UT Austin         Campus Mail Code: A0900       Phone: 475 6718         Output Shelf Number: 190       Description: JABER, KHALED M         Default All Output to Green Output ('W' for yes, ' ' for no): W         UserID Status: L Status Comment: Inactivity - 45 days         Date:         Preferred userID: COKMJ (Use PF3 to change)         Logon ID Activation Hours       00 : 00 TO 24 : 00 Weekdays (Mon thru Fri)         (** 24 HOUR CLOCK **)       00 : 00 TO 23 : 03/10/2023 at RHTVT499	
Userid defined in FISCAL	
Last invalid logon attempt: (Locked after 3 attempts) Reset: (Y to reset)	
PF5=Add/Remove COM-PLETE PF7=Main Menu PF8=Exit PF12=*TXMAIL Sub	stitutes
RHTVT499 RHTIM499	12,36

6. Type an "**N**" over the "L" and clear out the reason field by typing spaces over it. Hit **Enter**. The profile page should look as shown at the right. The date of the lockout will clear automatically.

>> To change, type data ar	nd press ENTER <<	
v to change, type data a	UserID Profile	9:15 AM
Command: UP UserID/C UT EID: KHALED	Dept: COKMJ Application/	Library/Module:
UT EID: khaled Campus Output Shelf Number: 190 Default All Output to UserID Status: N Status ( Preferred userID: COKMJ Logon ID Activation Hours	s Mail Code: A0900 Phone Description: JABER, KHALED D Green Output ('W' for yes, ' Comment:	e: 475 6718 M
(*** 24 HOOK CLUCK ***)	Last Logon: 03/10/2023	
		at RHTVT499
Last invalid logon attem (Locked after 3 attempts)	Last Logon: 03/10/2023 Userid de npt:	at RHTVT499 fined in
Last invalid logon attem (Locked after 3 attempts)	Last Logon: 03/10/2023 Userid de npt:	at RHTVT499 fined in FISCAL