

## 如何重設 Smartpoint 密碼

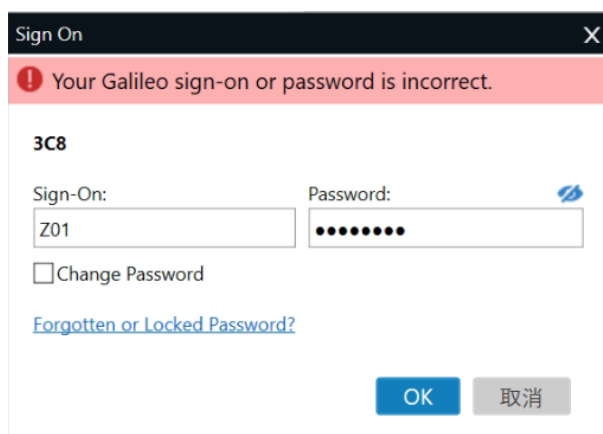
親愛的 Travelport 用戶您好，



URL: <https://my.travelport.com>

當您登入 Smartpoint 時，可能會遇到以下的錯誤訊息，需要您重設登入密碼，請依照下面的步驟重設您的 Travelport Smartpoint 密碼，謝謝。

錯誤訊息如下：



密碼錯誤或登入碼錯誤

極力建議您預先設置您的 My Travelport 帳戶 email 和您的 Smartpoint 登入碼連結，您才能透過自助服務重設密碼。請輸入以下指令確認或修改您的登入碼和 email 的連結。

>STD/ZPCC/XX/\*EM (說明: PCC 旅行社代碼 XX 您的登入碼)

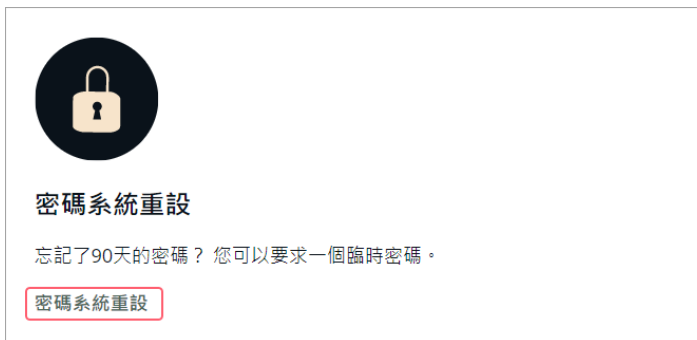




注意: 輸入或更新 email 時請以 **Tab** 來移動。Email 需要輸入 2 次完成確認。最後游標請放在表格左下的 • 旁 **Enter**

## 如何自助重設 Travelport Smartpoint 密碼

1. 建議您先登入 My Travelport 網頁，然後點選下方圖示的 **密碼系統重設**，即可自動開啟新的頁面。



GDS系統密碼重設(1G或1V)

1 Request Temporary Password   2 Email Verification   3 Generate Temporary Password   4 View Temporary Password

Request Temporary Password

Your GDS sign-on:

Z79E4/PL - (Galileo)

You can only do this once per day.

取消 Request

請在 Your GDS sign-on 欄位確認您的登入碼是否正確顯示，然後點選 **Request** 送出表單提醒您密碼重設一天內只能做一次的。

2. 系統回應以下畫面表示正在處理中，您應該會收到 My Travelport 給您的認證郵件。

GDS系統密碼重設(1G或1V)

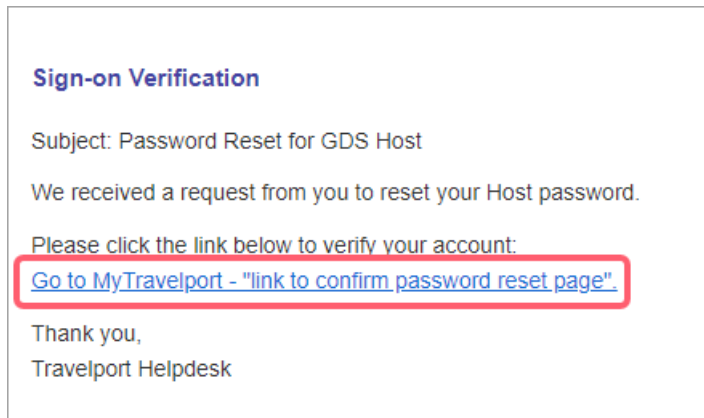
1 Request Temporary Password   2 Email Verification   3 Generate Temporary Password   4 View Temporary Password

Email Verification

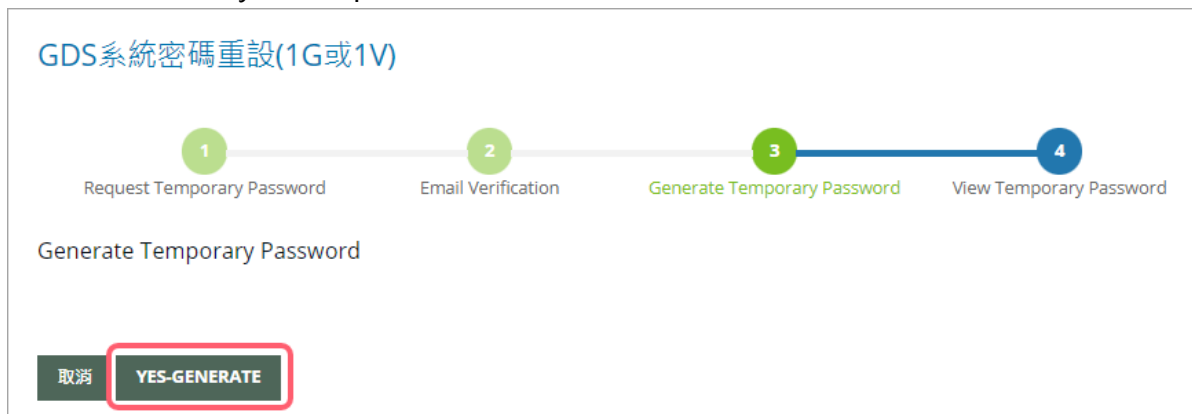
An email has been sent to the email address associated with MyTravelport. Please read the email and follow the directions to verify your account.



3. 認證郵件內會有可以重設密碼的連結，請點擊連結進行下一步



4. 開啟連結後是 My Travelport 重設密碼的進度畫面，請點選 **YES-GENERATE**



5. 接著頁面跳轉並顯示一個臨時的密碼，同時您也會收到一封郵件告知您這個臨時密碼。



郵件內容如下:



### Temporary Password

Subject: Password Reset for GDS Host

Your temporary password for 1G/1V is below. Please use this password to sign on. After you do, the host will ask you to set your personal password.

**S8Z76YN5**

Thank you,  
Travelport Helpdesk

6. 請您以此臨時密碼登入 Smartpoint 並更新您自己的密碼，請務必更新您的密碼才能開始使用系統。

The image shows a 'Sign On' dialog box for 'Classroom79E4'. At the top, a red banner reads 'Update expired Galileo (Classroom79E4) password.' Below this, the 'Sign-On:' field contains 'ZPL'. The 'Password:' field contains 'S8Z76YN5' and is highlighted with a red rectangle. The 'PCC:' field contains '79E4'. There is a checkbox for 'Change Password' which is checked. Below this, there are three fields: 'New Password:' (filled with dots), 'Repeat Password:' (filled with dots), and 'Keyword:' (with the text 'Optional'). A blue arrow points to the 'OK' button at the bottom right.