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Subject: HIGH PRIORITY *Successful Implementation - IAD*

Dear All,

I am pleased to inform you that the code changes into the IAD system have been implemented successfully.

In this respect the following features will become effective from Monday 8th December....

[Time Out Feature](#) : A User will be logged out of the IAD system after 30 minutes of non-activity.

[Security Profile details](#) : All Users who are not part of an LSO Managed Organisation will be required to complete 3 security questions and change their password the next time they access the IAD system on or after 8th December.

Note: LSO Managed Organisations will have arranged for these security questions and IAD passwords to have been pre-populated.

[Password Retrieval](#) : Dependent on whether you have elected to be an LSO Managed Organisation or User Managed Organisation will determine who has the ability to retrieve a forgotten password.

[Password Reset](#) : Dependent on whether you have elected to be an LSO Managed Organisation or User Managed Organisation will determine who has the ability to reset passwords.

[Single User Restriction](#) : This is presently switched off. The decision to switch on this feature will be taken after we have monitored the system performance over the coming days and weeks. We will give advanced notice prior to doing this.

The Key Messages are

Your respective Users of the IAD system should be inputting the password that you have directed them to use (if you have given them this direction).

A message, announcing that the changes have been successfully implemented, will appear on the Access To Data screen for all Users.

Users who don't have an instant operational need, delay accessing the system until they essentially require it.

Users are encouraged to contact their LSO in the first instance if they see Error messages or Prompt messages. The LSO can either interpret what those messages mean or can pool the various 'issues' before contacting the IS Helpdesk.

The method of logging out of IAD requires the User to click on <Log out> rather than the browser <x>.

Regards,

Dave

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