

DASH PORTAL LOGIN USING CREDENTIALS

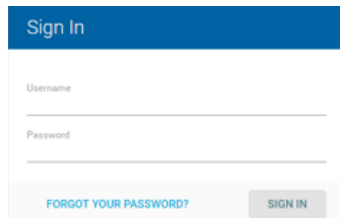
Dash Portal is a tool that allows travel managers and travelers to easily access their specific travel data including trip details, unused tickets and access to book a trip.

Depending on how Dash Portal was implemented for your organization, you may need to complete certain steps to access your information.

Using User Credentials

To access Dash Portal, users will simply click the link located on your company's Intranet to enter into Dash Portal. If a link is not available, you may also access the tool directly at <https://dashportal.tandt.com>. Users will need to complete the "Forgot Your Password" process outlined below:

After clicking on the link, first time users will need to click the "Forgot Your Password" link. You will be prompted to provide your email address. In most cases, this will be your work email.

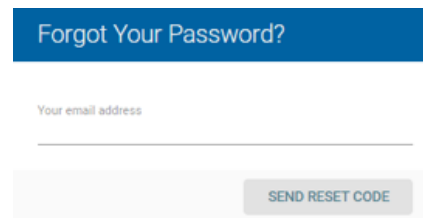


Sign In

Username

Password

[FORGOT YOUR PASSWORD?](#) [SIGN IN](#)



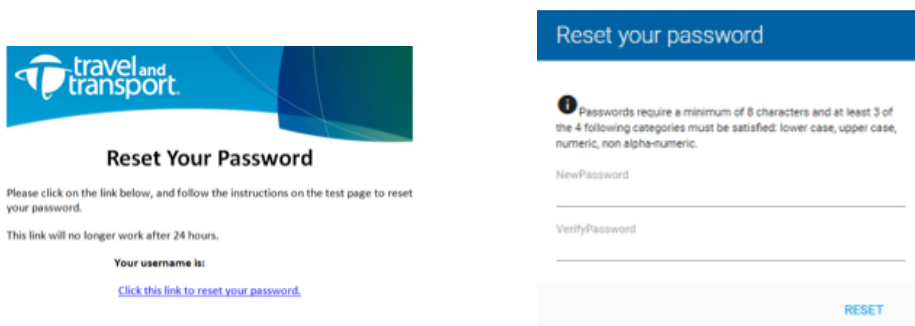
Forgot Your Password?

Your email address

[SEND RESET CODE](#)

Once you enter your email and click "Send Reset Code", you will receive an email with directions to reset password. The email will also provide your username.

Note: The email is only valid for 24 hours. After clicking "Click this link to reset your password", you will be able to enter your new password. Passwords require a minimum of eight characters and meet at least three of the four following categories: Lower case, Upper Case, Numeric and Non-Alpha Numeric.



Reset Your Password

Please click on the link below, and follow the instructions on the test page to reset your password.

This link will no longer work after 24 hours.

Your username is:

[Click this link to reset your password.](#)

Reset your password

i Passwords require a minimum of 8 characters and at least 3 of the 4 following categories must be satisfied: lower case, upper case, numeric, non alpha-numeric.

NewPassword

VerifyPassword

[RESET](#)

Learn more about Dash Portal including an overview video for travelers and travel managers on how to navigate through Dash Portal. Questions, comments or feedback? Email us at Dash@TravelandTransport.com

