

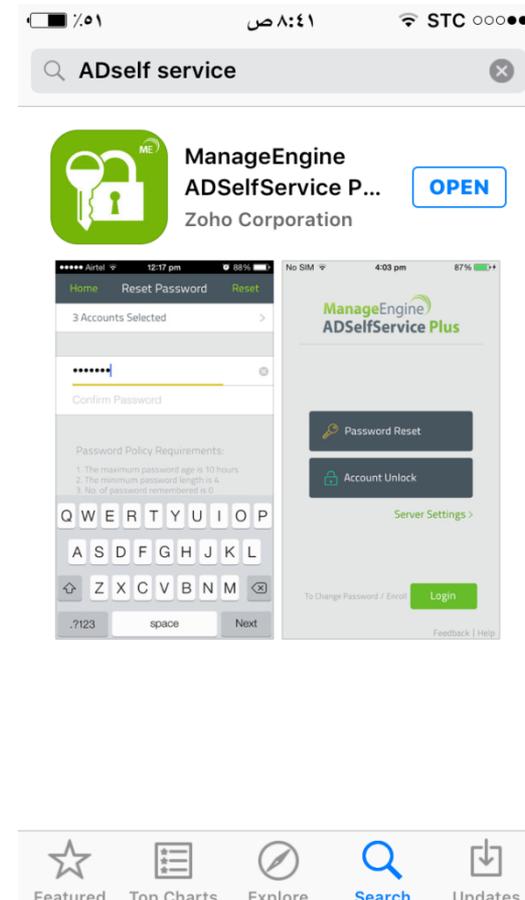
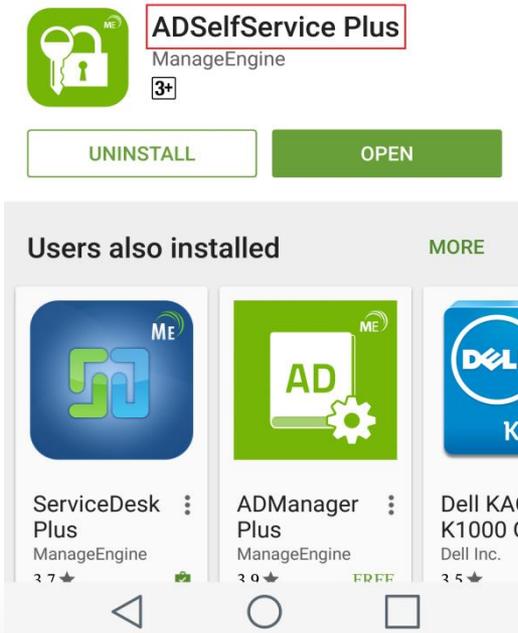
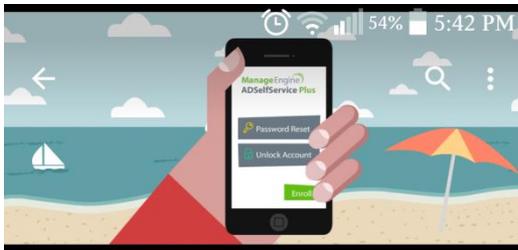


ISID Self Services User Guide

- **Guide To.....**
- **Installation of AD-Self Service Plus Mobile Application**

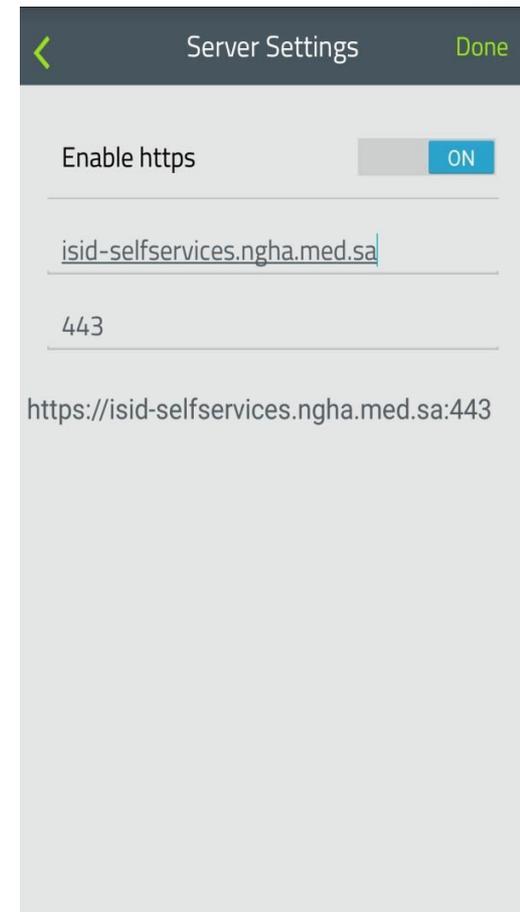
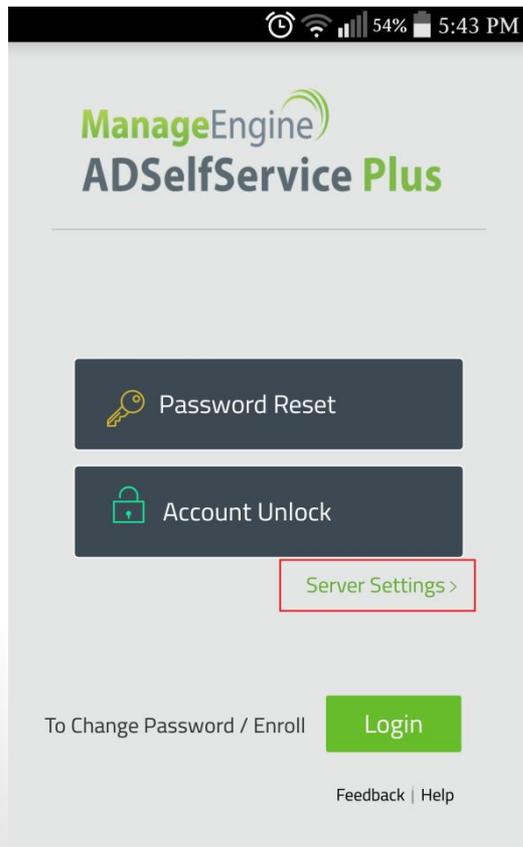
ISID Self Services User Guide

- Search for “**ADSelfService Plus**” in **Google Play** and **Apple Stores**





- Choose **Server Settings** to start configuration for server and port.
- Add the server **ISID-SelfServices.ngha.med.sa** Port **443**
- **Enable https**
- Press **Done**





Congratulations
you have Successfully Configured ISID-
SelfServices on your Mobile



ISID Self Services User Guide

- **Guide To.....**
- **Registration and Update your Contact Information**



Registration to NGHAI ISID-Self Services

How to Register and Updated your Contact to NGHAI ISID self services to be able to reset password without creating a request on the Online Helpdesk or visiting the Information Center Services



To register and Update your information, open the **NGHA ISID-Self Services:**

<https://isid-selfservices.ngha.med.sa>

Ministry of National Guard - Health Affairs
Information Systems & Informatics Division

Registration and Update Your Information

Username 

Password 

KAMC-RD  





The user must provide his/her **NGHA username and password** then choose **Login**

Ministry of National Guard - Health Affairs
Information Systems & Informatics Division

Registration
and Update Your Information

KAMC-RD



The user must update the his/her personal information by choosing the location on the drop down list, providing the telephone/extension, mobile number and pager. Once all required information is complete choose **UPDATE**.

Welcome, **cachosh**
[Sign Out](#)

My Info

Self Update

Update your personal information, such as contact details, in this page.



General * Mandatory [Help Card](#)

Display name :	<input type="text" value="Cacho-Basit, Shayne"/>	* Location :	<input type="text" value="Main Hospital KFH"/>
Full name :	<input type="text" value="Cacho-Basit, Shayne"/>	* Extension :	<input type="text" value="13505"/>
Description :	<input type="text"/>	* Mobile :	<input type="text" value="9665038505"/>
Department :	<input type="text" value="INFORMATION SERVICES DEPT"/>	Pager :	<input type="text" value="0"/>
Title :	<input type="text" value="COMPUTER TECHNICIAN"/>		



Congratulations

you have Successfully Registered and Updated
your Information to NGHA ISID-Self Services
SYSTEM!



ISID Self Services User Guide

- **Guide To.....**
- **Rest Password**

Reset Password using NGHA ISID-Self Services Web

To reset the password, open the **NGHA ISID-Self Services** <https://isid-selfservices.ngha.med.sa>. Look for the Reset Password icon, then choose **CLICK HERE**.





On the **Reset Your Password page**, user must enter the following:

Domain username– the user’s NGHA email account

Domain Name- the Region where user is working. KAMC-RD for Riyadh users.

Then the user must Enter the Alphanumeric security code provided then click **CONTINUE**.

Reset Your Password
Please provide your user name and domain name.

Domain User Name (Domain Name account/alias Name / user name)

Domain Name

Type the characters you see in the picture below.

tfk543

2

Letters are not case-sensitive

Select where you want to receive the verification code, then click **CONTINUE**. The **verification code** will be sent to the email or mobile number you choose.

Time left for this operation : 03:54 

 **Select where you want to receive the verification code**
A verification code ensures that it is indeed "you" that we are talking with

 **My Mobile Number**
+9*****11 ▼



Enter the **verification code** then click **CONTINUE**.

Time left for this operation : 03:48

Enter Verification Code

A verification code ensures that it is indeed "you" that we are talking with

Please check your email / mobile phone

A verification code has been dispatched to your email / mobile phone, depending on your choice. Please check.

Once you receive the code, enter it in the textbox given below:

Verification Code :



Enter a new **COMPLEX** password, then click **RESET PASSWORD**.

**Reset Password**
Please enter a new password in the boxes below:

ISID Password Policy Requirements :

- The minimum password length is : 8
- You can NOT use the old Password as new one
- Passwords should not contain your first or last name
- **NOTE :** New password should be complex : With CAPITAL LETTERS, SMALL LETTERS, NUMBERS and SPECIAL CHARACTERS (i.e. @, #,?, *, \$...etc)
Example: Dec@mber0812

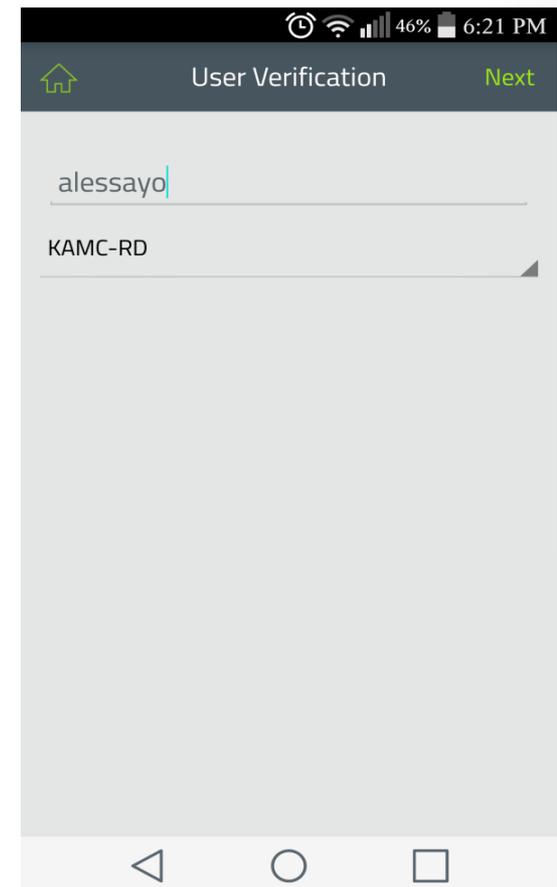
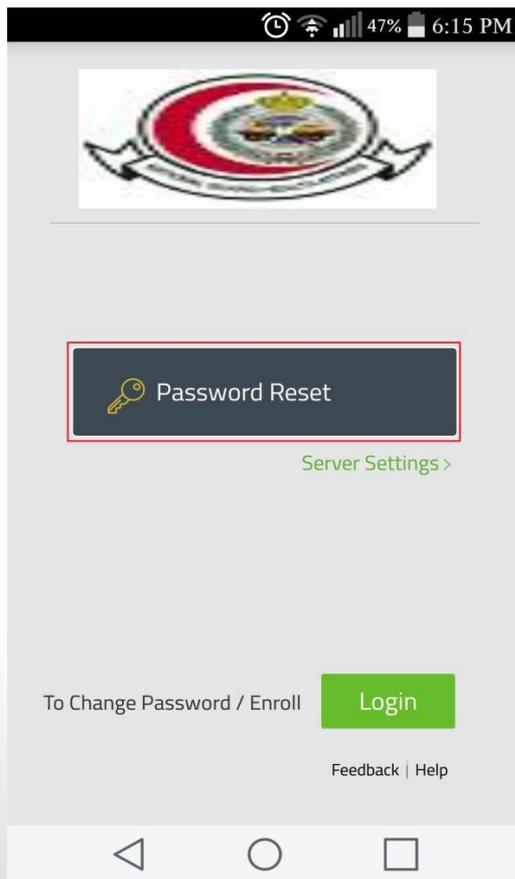
Reset Password
New Password :
Confirm New Password :



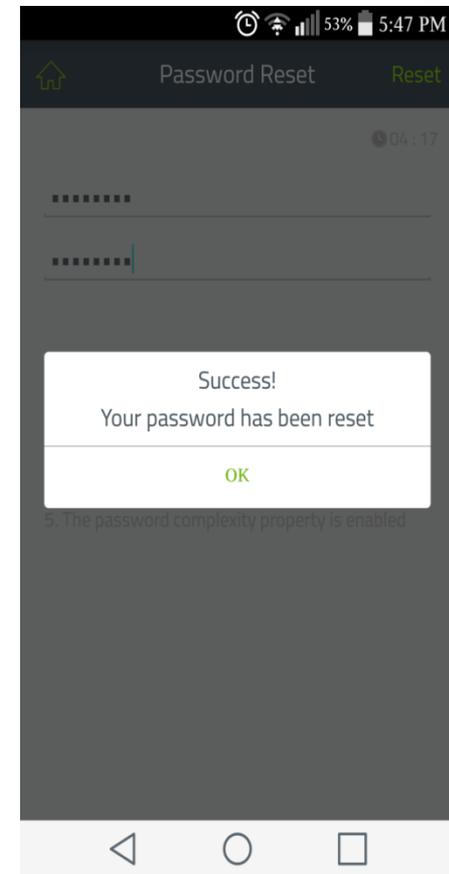
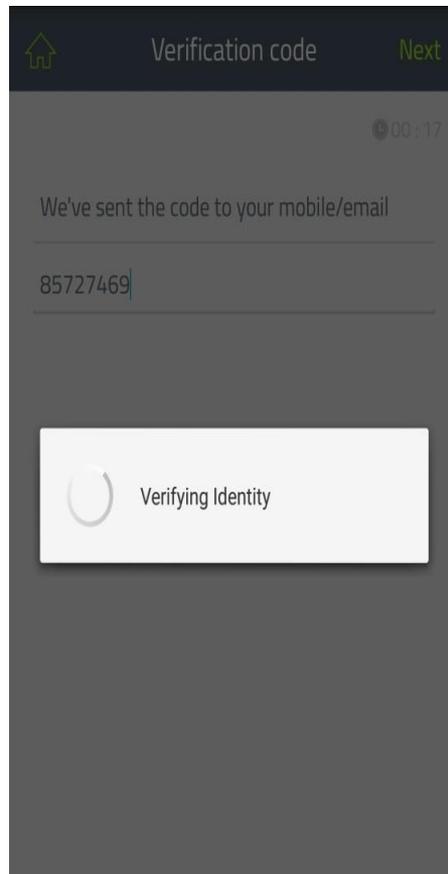
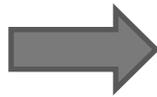
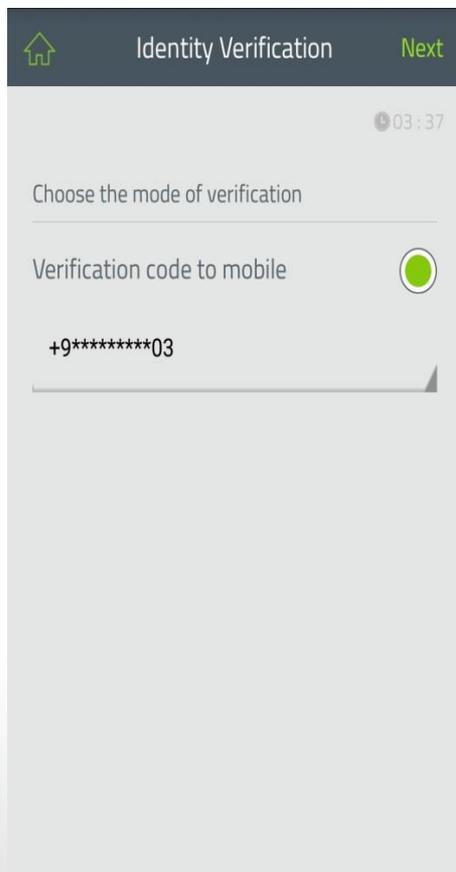
Reset Password using NGHA ISID-Self Services Mobile Application



- In case you forget your Password and you already updated your mobile.
- Now You can reset your password by choose " Password Reset " as show in below Picture write your User Name.
- Then Press Next.



- You will receive a Verification Code to identify you to your mobile number
- Enter this code and press **Next** then enter your new password and confirm it.





Congratulations

you have Successfully RESET
your NGHA Email Password