NTU Guide for Logging In

If you end up resolving the issue by yourself, then please email maintenance@navajotech.edu and we will close out your work order.

How to Log In

Watch the Video Tutorial:

- Click this link to login:
- https://assetessentials.dudesolutions.com/NavajoTechnicalUniversity/Account/Login

- Enter your user name in the **Login** field. Your User Name is the same as your NTU email address.

- Enter your **Password**.

- Click the **Login** button.
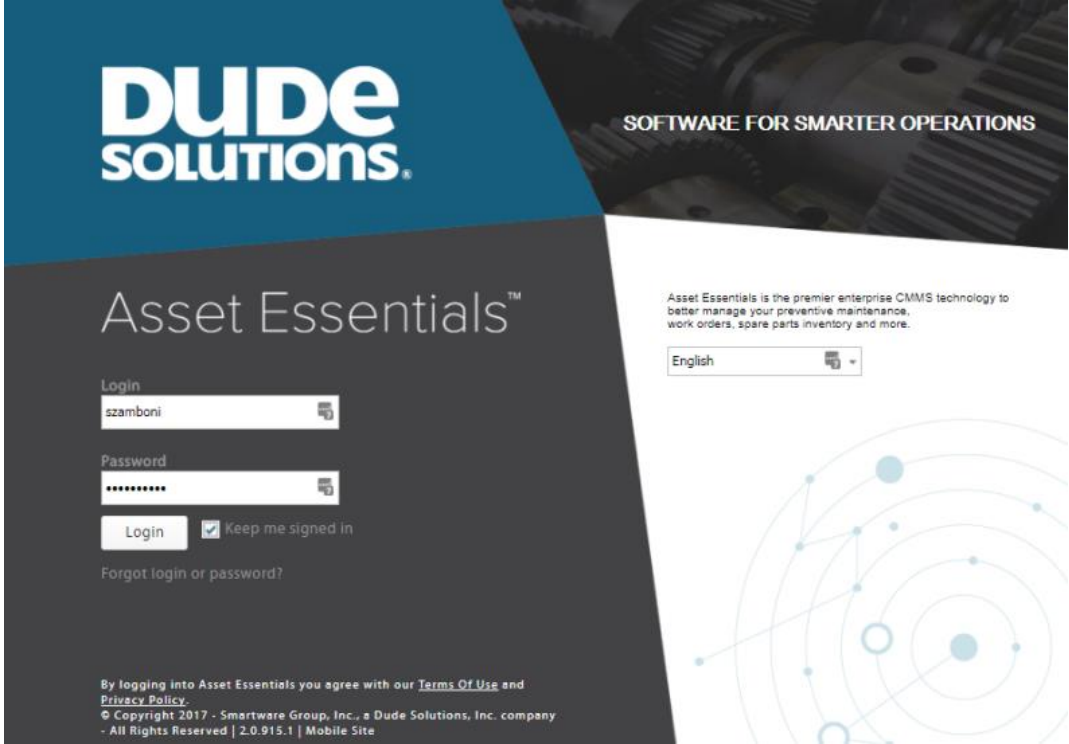
- If this is your first time logging into Asset Essentials, you may be asked for your email address. Enter your **Email** in the pop-up box.

- Enter a security **Question**. This is a required field that is used when retrieving your password if you forget it.

- Enter the **Answer** to your security question. You will need to be able provide this answer to your security question when resetting your password. *Note: This field is not case-sensitive.*
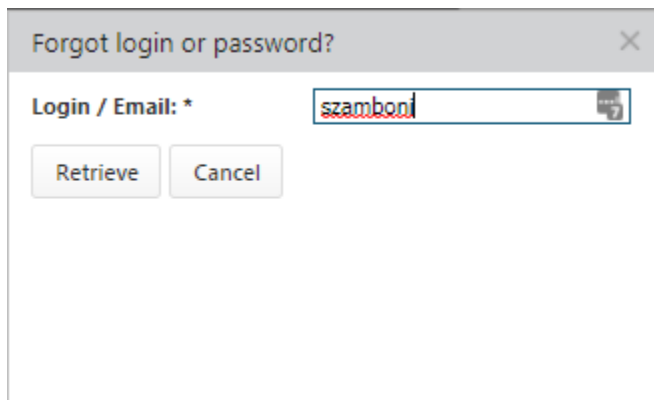

Email/Password Q&A Setup

To make sure you can retrieve your password by yourself when you forget it, please enter email address, password question and answer in the box below.

Email: *	awilson@email.com
Question: *	What is my favorite color?
Answer: *	Blue

Save

Resetting your Password

- On the login page, click the **Forgot login or password** link.

- Enter your Login name or Email address associated with your account in the pop-up window.
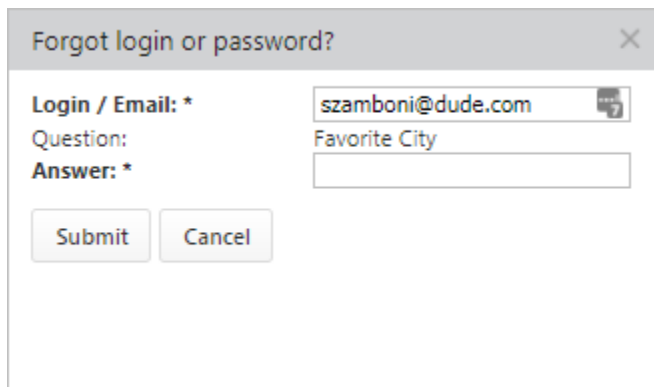
- Click the **Retrieve** button.

- **Answer** the security question that was set up when you first logged into your account. *Note: Dude Solutions does not have access to security question answers. Please contact your account administrator to manually reset your password if you are unable to provide the answer for your security question.*

- Click **Submit**. An email with a temporary password will be sent to you.

- Check your email for the temporary password.

Asset Essentials new password. 📁 Inbox x

Asset Essentials Administrator <noreply@assetessentials.dudesolutions.com>
to me ▾

Your login is: szamboni

Your password has been set to: tjFKJLe%

Login to Asset Essentials.

- Click the **Asset Essentials** link in the email to return to the login page.

- Enter your user name, the temporary password, and click **Login**.

- You will be prompted to change your password.

- Enter the temporary password in the **Old Password** field.

- Enter your new password into both the **New password** and **Confirm new password** fields. *Note: A valid password should be 6-20 characters in length and has at least one character that is a capital letter (A-Z), a lowercase letter (a-z), a number (0-9), as well as a special character (!@#$%^&*).*

- Click **Update** to change your password and access Asset Essentials.

Change Password

A valid password should be 6-20 characters in length and has at least a character in A-Z, a-z, 0-9 and a special character(!@#$%^&*).

Old password: *

New password: *

Confirm new password: *

Update   Cancel

How to Bookmark your Login Link

Each organization using Asset Essentials has a unique URL (web address) to access their software. The easiest way to access Asset Essentials is to create a 'favorite' or 'bookmark' in your favorite web browser. Below are instructions for creating a favorite or bookmark in a few of the most common browsers.