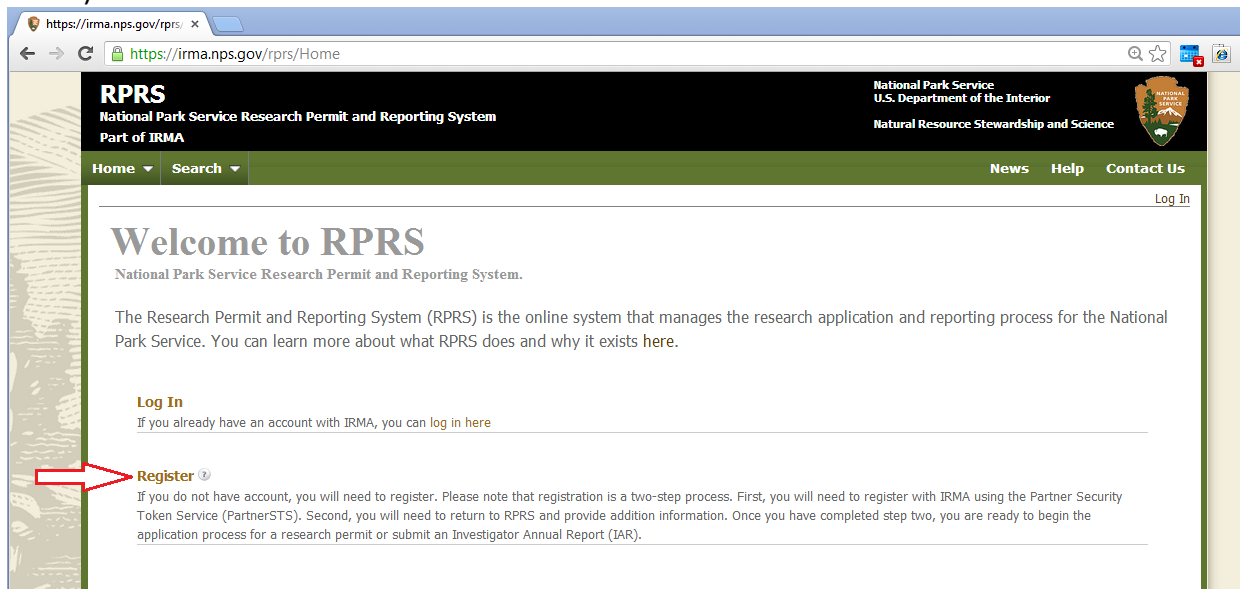


Create a Research Permit and Reporting System (RPRS) investigator account

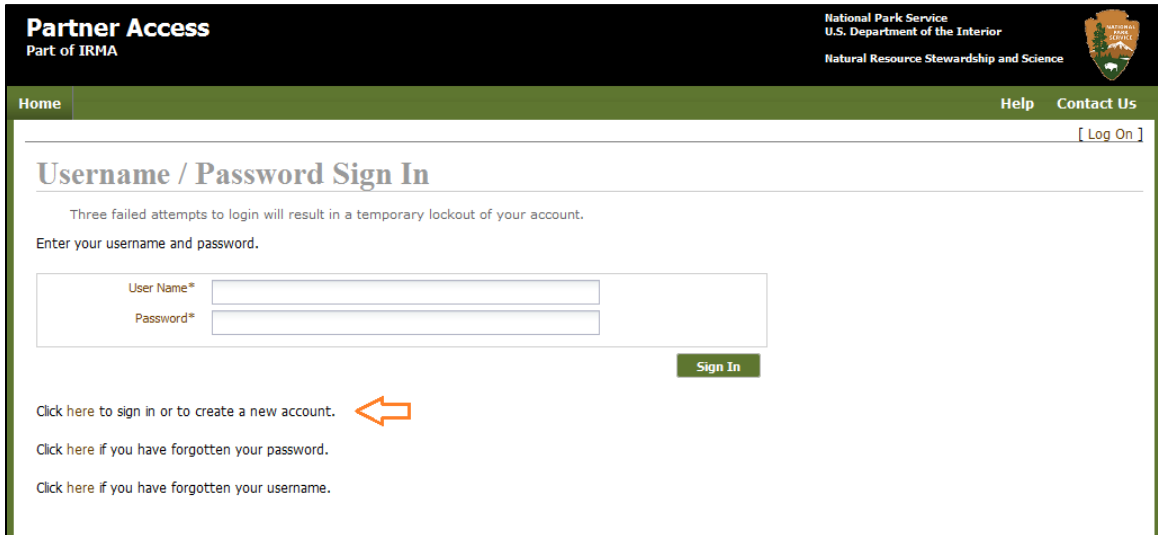
Sign Up for IRMA Partner Access

The RPRS is an Integrated Resource Management (IRMA) Application. All users who are not National Park Service employees will need to sign up for an IRMA Partner Access account in order to create an investigator account. Navigate to the RPRS:

<https://irma.nps.gov/rprs/> . Click on the register link on the RPRS home page (shown below).



On the Username / Password Sign In page, click the link to create a new account.



Complete all of the fields on the Create New User Account page. Note that the email address used cannot have the @nps.gov domain and must be a valid email address since an account activation email will be sent to the email address listed. Passwords must meet each of the five criteria displayed to the right of the Password field. A password is not valid until each criterion has a green checkmark. Click Create when finished.

Partner Access
Partner Security Token Service
Part of IRMA (Dev - Build:02.01.002 Label:PartnerSTS_02.01_Latest_Deploy_20131112.2 Date:11/12/2013 04:00:56)

National Park Service
U.S. Department of the Interior
Natural Resource Stewardship and Science

Home Help Contact Us [Log On]

Create New User Account

Use the form below to create a new user account for IRMA access. After completing the form, you will receive an email at the address you enter, below. Open the email and follow the instructions to complete the registration process.

Passwords are required to be 12-25 characters long, contain at least one upper case and one lower case letter, at least one number, and at least one special character.

First Name*
Last Name*
User Name*
Email*

Password*
Strength 38%
Password Confirm*

Security Question*
Security Answer*

Generate new image
e7w34

Enter Characters Above*

Create

Minimum 12 characters
Lowercase Letters
Uppercase Letters
Numbers
Symbols [!@#\$%^&*()]

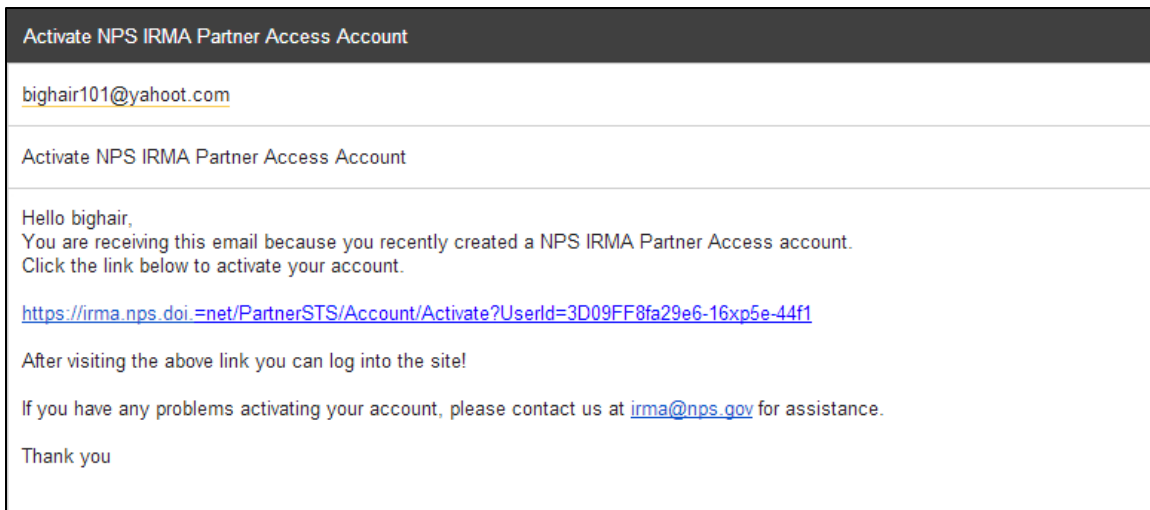
Password Criteria

Once the IRMA Partner Access account has been successfully created, it must be activated via the activation email sent to the email address listed in the account.

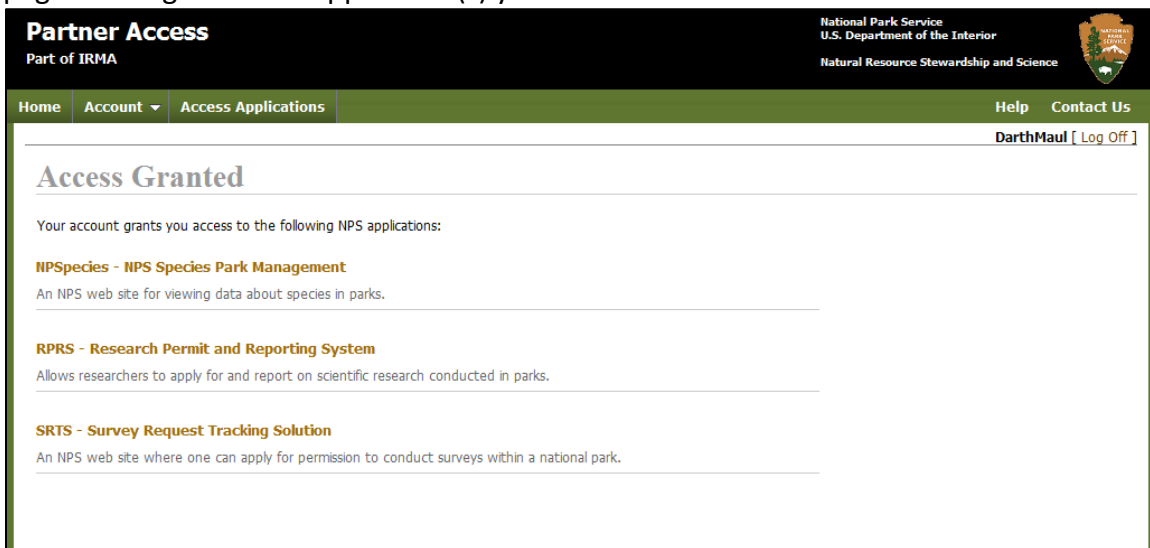
Account Created

Your account has been created. A confirmation email is being sent to the address **ve@outok.com** with instructions on how to activate your new account.

Access the email account used in the account and locate the email with the subject "Activate NPS IRMA Partner Access Account". Click the link in the email or copy it and paste it into the address bar of your web browser.

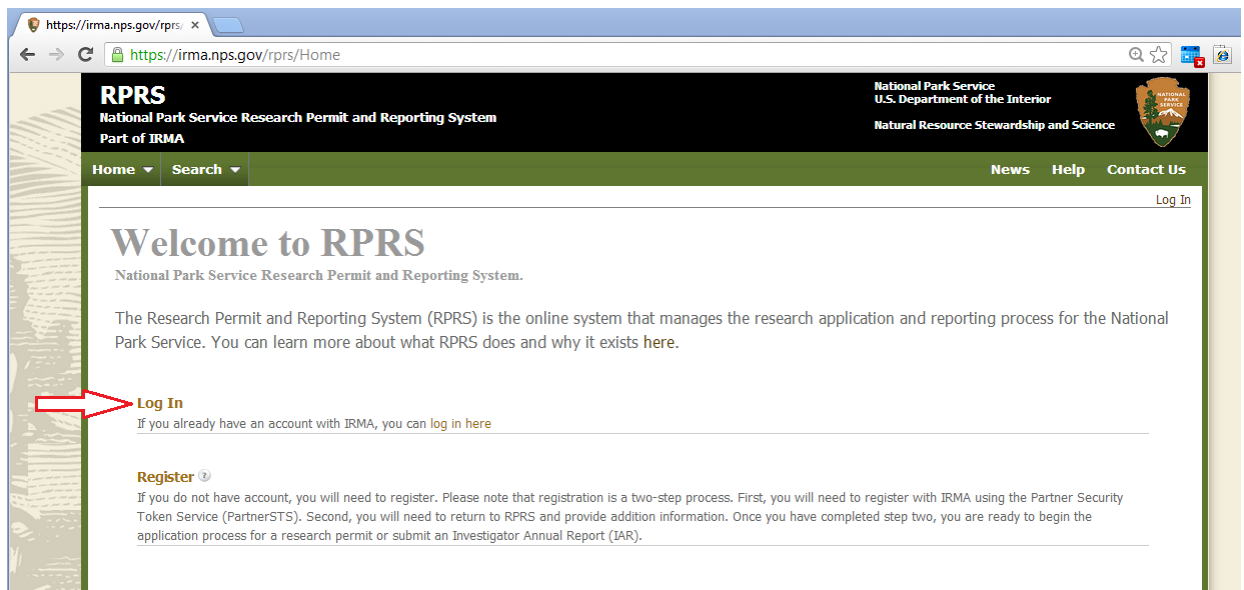


A confirmation screen will appear when the activation is complete. Use the links on this page to navigate to the application(s) you want to access.



Log In with an IRMA Partner Access Account

Once a Partner Account has been created and activated, the account can be used to access IRMA resources. To log in with a Partner Access account, navigate to the application being accessed (RPRS: <https://irma.nps.gov/rprs> or a list of applications is available at <https://irma.nps.gov/>). Click the Log On link in the top right corner of the page.



Enter the username and password for the Partner Access account and click Sign In.
Three failed attempts will result in the account being temporarily locked.

The screenshot shows the PartnerSTS login page. The header includes the PartnerSTS logo and the text 'Partner Security Token Service'. Navigation links for 'Home', 'Help', and 'Contact Us' are present. The main content area is titled 'Username / Password Sign In' and contains a login form with fields for 'User Name*' and 'Password*'. A 'Sign In' button is located below the password field. Links for registration and password recovery are provided at the bottom.

After successfully logging in with Partner Access credentials, the page will redirect to the RPRS where the logon process began. You will be asked to enter create an investigator profile. The information in your investigator profile will be used to pre-fill the contact information in your applications, and to route automated notification messages. The partner will remain logged in as long as the web browser session is open. Closing the web browser will automatically log the partner off.

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comminsb Log Out

Create Investigator Profile

*** Required Fields**

Title

* First Name

* Last Name

* Office Phone

Alternate Phone

Office Fax

Office Email

Is this a U.S. mailing address? ☐ Yes ☐ No

* Address (Line 1)

Address (Line 2)

Address (Line 3)

* City

* State

* ZIP Code

* Country

* Institution

Submit

Once you have completed your investigator profile, you will be able to work from your investigator account. This investigator Dashboard page will be your homepage when you log into your investigator account.

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mins

Investigator Dashboard

Tasks in Progress

Applications Drafted, But Not Yet Submitted (12)	⌵ ?
Appendix A for Non-NPS Repository: Obtain Signature and Return to Park Coordinator (7)	⌵ ?
Finalized Permits: Validate by Completing Signature Process (1)	⌵ ?
Permits to Renew: Reapply for New Permit (13)	⌵ ?
Investigator Annual Report: Submit Findings (13)	⌵ ?

Frequent Tasks

- Create a new Permit Application
- Submit Final Reports and Other Related Materials
- Change my Personal Information
- View Park Information and Research Bulletins

All of My Work

Applications (56)	⌵
Permits (33)	⌵