

DCPS CAC or PIV Card-enabled Guide

Instructions to register your DCPS Account

Note: Only one login ID can be registered with a CAC, users with multiple login IDs may elect to register the account used most often.





Section 1: Set Up

Section 1.1 – CAC or PIV Registration

To be able to use your CAC or PIV card to log in to DCPS, you'll need to register your account. Simply follow the below instructions.

First, go to <https://mzf-zpat.csd.disa.mil> and choose the ID certificate from the DoD banner page/certificate banner (see figure 1).

** The email certificate will not work for this process.**

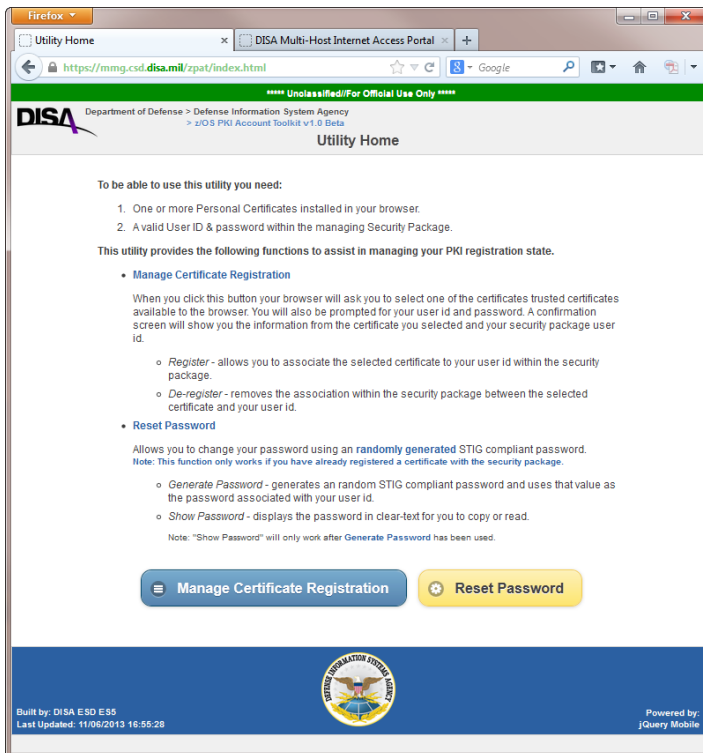


Figure 2

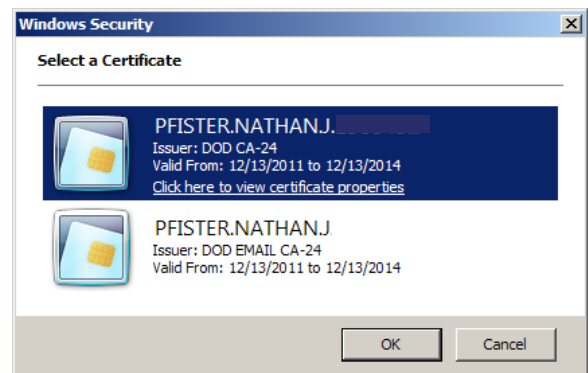


Figure 1

A warning banner indicating you are accessing a government system will be displayed. Press 'OK' to continue to the registration process.

When your certificate is accepted and you have proceeded through the government banner, the following screen should be displayed (see figure 2):

Next, you are given the choice to "Manage Certificate Registration" or "Reset Password." Select the "Manage Certificate Registration" option.

From the "Manage Certificate Registration" screen (see figure 3) you will have the option to either register or de-register your CAC or PIV – select the "Register" option.

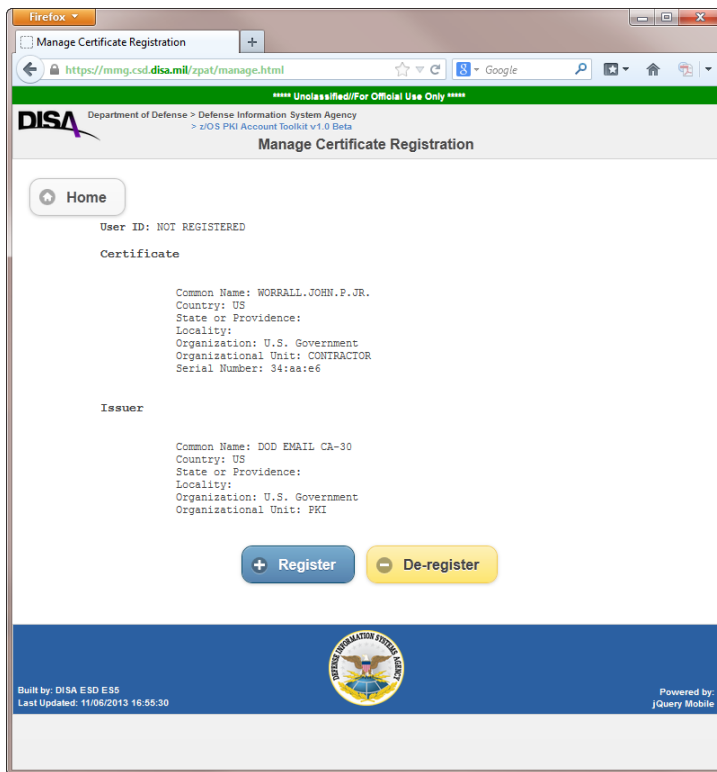


Figure 3

Next, you will be prompted for your username and password (see figure 4). Enter your username and password for the DCPS user ID you are registering:

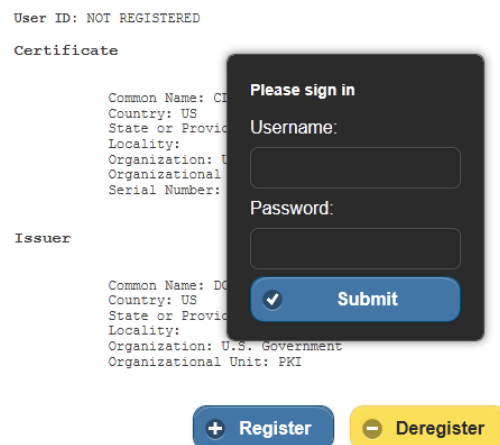


Figure 4

If successful, the “Status” line at the top will change to:

Response: Success
User ID: XXXXXXXXXX

Note: Your CAC or PIV has now been successfully registered. Follow the steps in section 1.2 to set up your account in the Multi-host Internet Access Portal (MIAP).

1.2 MIAP SETUP/LOGIN CL/SUPERSESSION CONFIGURATION

Go to <https://miap.csd.disa.mil> and log in to the MIAP. The list of sessions presented is based on individual user profiles.

Double-click “MZP CAC/PKI Model2 {V2}” (see figure 5) to launch the CAC-enabled login option. If you do not have this option, contact the DISA helpdesk at 1-844-347-2457.

DCPS CAC or PIV Card - enabled

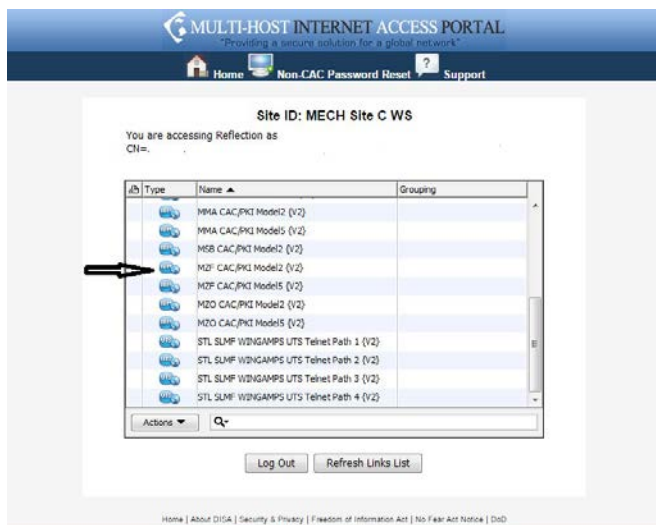


Figure 5

Enter through the Warning Banners until prompted to add your CAC or PIV pin number. Add your CAC or PIV pin number and verify. A subsequent screen will prompt you to add your name, location and phone number to complete the set up process.

To change your settings so you don't have to complete the above steps each time you log in, follow the below steps.

1. On your current screen, type the letter "m" under the user's designated database and hit enter to open the modify command application.
2. On the "Modify a Session Definition" screen, type the letter "f" in the "Initial Status field" (see figure 6) and hit enter.

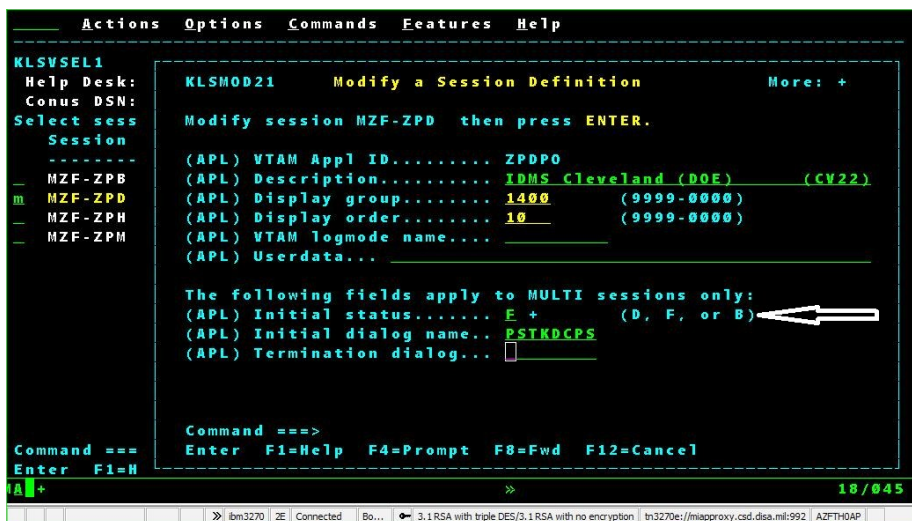


Figure 6

The steps outlined in section one only need to be completed once. Once completed, follow the instructions in section two to routinely log in to DCPS using your CAC.

Section 2: Daily Log in Process

Select <https://miap.csd.disa.mil> and log in to MIAP. The list of sessions presented is based on individual user profiles. For easy access, add this link to your internet browser "favorites" option. Double click on the "MZF CAC/PKI Model2 {V2}" (as seen in figure 5) to launch the CAC or PIV-Enabled login option.



Once the session has connected to the mainframe, you should see the normal DCPS sign on message followed by the main menu.

DID YOUR SESSION TIME OUT?

If you use the CAC or PIV-enabled feature to login to DCPS and your session times out, close out of the expired session and start a new DCPS session using your CAC-enabled account.

Section 3: Troubleshooting

For issues registering your CAC or PIV, review sections 1.1 and 1.2. For additional assistance, contact the Defense Information System Agency helpdesk at 1-844-347-2457.