

ALEXSYS LOGON FOR DPA STAFF

General:

Your DPA Logon ID (HPAxxxx) is also your DOL Logon ID for access to ALEXsys through the ALEXsys Staff Logon Page: <https://alexsys.labor.state.ak.us/stafflogin.aspx>

New Access:

Initially, your supervisor will need to request access to ALEXsys for you through DOL.

To Reset Your Password Every 90 Days:

1. On your computer keyboard, press Ctrl-Alt-Delete keys at the same time. This will open up some options.
2. Click on "change a password"
3. In the user name field, type in: labor.ak\username (user name is your DPA logon noted above)
4. Enter your old password, new password, new password again and press enter.
5. You should receive a pop up indicating the password was changed.