

Prerequisites

To start, you must have the following to gain access to SeaVision:

- **A computer with a working internet connection and web browser (Chrome recommended).**
- **An active email address that you can access without issue.**
- **A government maritime-focused career or a government sponsor with a maritime-focused mission.**

Introduction

Now that you understand what SeaVision is, what it looks like, what it can do, and how to share information:

Request an account and verify your email address

- Go to the SeaVision homepage at <https://seavision.volpe.dot.gov> to request an account. The SeaVision software disclaimer displays. Read and accept the terms and conditions.
- On the SeaVision login screen, click Request New Account. A display appears, enter your active email address.
- Enter a current, professional (preferably from a governmental entity) email address for yourself and then click Register.
- Complete the captcha. The screen will prompt you to *Check your email for further instructions*. You will receive a registration email from “SeaVision Bot” with a link to verify your email address.
- Click the link to continue the account request process. (Note: if you do not see the email in your inbox, check your SPAM folder).
- Fill in the New Account Request form with your profile information, requested community, and POC information in the Referral Section. Once complete, click Send Request to submit your Account Request. The request will go directly to the Community Manager for approval. (Note: Visit the Communities page <https://info.seavision.volpe.dot.gov/communities> for more information on Communities in SeaVision.)
- Once a Community Manager approves your request, you will receive an email confirmation with your login credentials.

Changing your password, information, and preferences

After a successful login, though not required, you can:

- Change your password to ensure password integrity and prevent unauthorized access.
- Verify or update your contact information.
- Change your SeaVision *Rules* and *Alerts* results table preferences.
- You can perform all these actions within the My Account section of the **User** drop-down located in the black navigation bar.
- Additionally, the *My Communities* > table allows you to see which community or communities you belong to, as well as request access to other communities. This table also gives you a brief description of each assigned community’s mission, as well as the number of users within your community.



- To change your password, click Edit Password. Changing your username is accomplished similarly by selecting Edit Username. To edit your personal information, including your email address and contact information, click Edit Profile.

Optional Multi-factor authentication

The *optional* Multi-Factor Authentication (MFA) is a simple best practice that adds an extra layer of protection on top of your username and password. With MFA enabled, when you sign in to your SeaVision account, you will be prompted for username and password (the first factor—what you know), as well as for an authentication code from your MFA device (the second factor—what you have). Combined, these multiple factors provide increased security for your SeaVision account.

- To activate the extra account security with Multi-Factor Authentication (MFA), you will need to install a multifactor app such as Google Authenticator.
- Google Authenticator is the preferred MFA app because it is free and widely available on Android, iOS/Apple, BlackBerry, Windows mobile devices, and other third-party APIs/Apps. Google Authenticator is a multifactor app for mobile devices that generates timed codes used during the 2-step verification process.
- To use Google Authenticator, install the Google Authenticator application on your mobile device.
- Once you have a multifactor app installed, click *Setup Multi-Factor Authentication* button.
- You will now see a QR Code needed to activate MFA.
- Use the Google Authenticator app to scan the QR code.
- When the Google Authenticator app displays a 6-digit passcode, enter it in the QR Code field and click Submit.
- You will see the button is now *Update Multi-Factor Authentication* indicating the setup was successful. (Note: if you still see the *Setup Multi-Factor Authentication* something went wrong. Go back to step 2 and repeat the steps to setup.)
- Finally, to disable MFA on your account, click *Update Multi-Factor Authentication*, enter the QR Code and click *Submit*.

Change your username

- You can change your SeaVision username by clicking on **My Account** from the User Menu drop-down.
- This takes you to the **Manage Account** display, which is a landing page to get to manage your profile, community membership, and other user preferences.
- Click on the left-most panel **My Login and Profile**.
- Click **Edit Username**.
- Enter the new **username** you will use at login and click **Update Username**.
- When prompted to log off and log back in, click the **Ok, Log Off Now!** button.
- You have now successfully changed your username and can use it when you log back in.
- For functional accounts, it is important to notify the other users of that functional account when the username is changed. While it is still possible to login using email as username, the old username will no longer work