



**Manual untuk**  
***“RESET PASSWORD”***  
**Bagi pengguna *Self Service***



Today's Date: 1/10/2013

## GEMS Login

User ID: 70000001

Password: ●●●●●●●●

[Forgot your password?](#)

Sign In

Attendance

Having issues logging into GEMS?

Contact the GEMS Help Desk

Tel: **+673 238 2407**

Email: [gems.helpdesk@psd.gov.bn](mailto:gems.helpdesk@psd.gov.bn)

**Working Hours:**

Mon. - Thurs. & Sat.

7:45am - 12:15pm / 1:30pm - 4:30pm

1. Masukkan no. kad pengenalan awda di ruang "User ID".

2. Masukkan kata laluan awda yang di berikan melalui emel kerajaan awda di ruang "Password".

3. Klik "Sign in".

## Announcement/Makluman

Catatan kedatangan kini lebih mudah dengan menekan butang "Attendance" di ruang Log Masuk.

**Selamat Menggunakan Khidmat Cepat dan Mudah!!**

**Bahagian GEMS**  
Jabatan Perkhidmatan Awam



4. Klik **"Change my Password"** untuk menukar kata laluan awda.

[Home](#) [Worklist](#) [Add to My Links](#) [GEMS Help Centre](#) [Sign out](#)

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Personalize [Content](#) [Layout](#) Thursday, January 10, 2013

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**Welcome**

Welcome to GEMS!

**"Towards Excellent, Interactive and Integrated Public Service  
in line with 21st Century's Civil Service Vision"**

For any inquiries, please contact GEMS Helpdesk at +6732382407 or email at [gems.helpdesk@psd.gov.bn](mailto:gems.helpdesk@psd.gov.bn)

**GEMS Help Centre**

Please click [here](#) or on "GEMS Help Centre" link at the top right-hand corner to get help on GEMS functionalities.

**NEW**

**Computer Based Training on Absence Request (Malay Guide):**

- [Absence Request \(Malay Guide\)](#)

**Discussion Forums**

No Discussions available

**GEMS News**

**NEW Data Bagi Pegawai dan Kakitangan Kerajaan**

Assalamualaikum / Salam Sejahtera,

Bagi pihak Pengurusan GEMS, kami ingin memperkenalkan mengenai proses *Pengesahan Data* di dalam GEMS, yang mana pegawai dan kakitangan kerajaan akan dapat mengesahkan dan memastikan data peribadi dan data perkhidmatan mereka adalah betul dan terkini.

Pada masa ini, proses ini kini boleh digunakan oleh jabatan - jabatan dibawah Jabatan Perdana Menteri, Kementerian Kewangan, Kementerian Perhubungan, Kementerian Hal Ehwal Ugama dan Kementerian Pertahanan dan akan dilancarkan kepada kementerian - kementerian dan jabatan - jabatan yang lain secara bergilir - gilir. Aktiviti - aktiviti mass briefing dan roving, yang bertujuan untuk memperkenalkan dan menerangkan mengenai proses berkenaan kepada

**Quick Links**

<a href="#">My E-mail</a>	<a href="#">My Calendar</a>
<a href="#">My Payslips</a>	<a href="#">My Benefits</a>
<a href="#">My Performance</a>	<a href="#">My Learning</a>
<a href="#">My Careers</a>	<a href="#">My Reports</a>
<a href="#">My Surveys</a>	<a href="#">My Time &amp; Attendance</a>
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**My Leave Balance**



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## Change Password

User ID: 70000001

Description: ABDUL RAHMAN BIN ABDUL RAHIM

\*Current Password:

\*New Password:

\*Confirm Password:

5. Ruang **“Change Password”** ini terpapar untuk awda isikan dengan lengkap adan betul.

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## Change Password

User ID: 70000001

Description: ABDUL RAHMAN BIN ABDUL RAHIM

\*Current Password:

\*New Password:

\*Confirm Password:

6. Masukkan kata laluan awda yang di berikan melalui emel kerajaan awda di ruang **"Password"**.

7. Masukkan kata laluan awda yang baru di ruang **"New Password"**.

8. Masukkan kata laluan sama (seperti langkah 7) ke dalam ruang **"Confirm Password"**.

9. Klik **"Change Password"**.

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[My Links](#) Select One: ▾

[New Window](#) | [Customize Pa](#) **Saved**

## Password Saved



Your password has successfully been changed.

OK

10. Klik "OK".

**10a.**  
**\*Peringatan:**  
Pastikan tanda  
"Saved"  
terpapar  
setelah  
menekan  
"Ok".



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Description: ABDUL RAHMAN BIN ABDUL RAHIM

\*Current Password:

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**11a.**  
**\*Peringatan:**  
Jika awda **"sign-out"** dari GEMS, pastikan awda menunggu 15 minit sebelum **"sign-in"** ke GEMS semula.

**11. Klik "Sign out".**

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