



Trimble ID User Guide

5-Step User Journey

- 1 Receive Invitation:** Look for the automated “Trimble Identity” email to start your setup.
- 2 Secure Identity:** Create your account using your work email and a strong password that follows the organization policies.
- 3 Multi-Factor Setup:** Enable Two-Step Verification (2SV) to protect your profile or configure other available MFA option.
- 4 One-Time Linking:** Sign in with your old password one last time to link your existing Construct account with Trimble ID.
- 5 Secure Access:** All future logins will use your secure email and 2SV code.

Need Help?



View additional resources online:
njdotlocalhub.nj.gov

njdotlocalhub.nj.gov

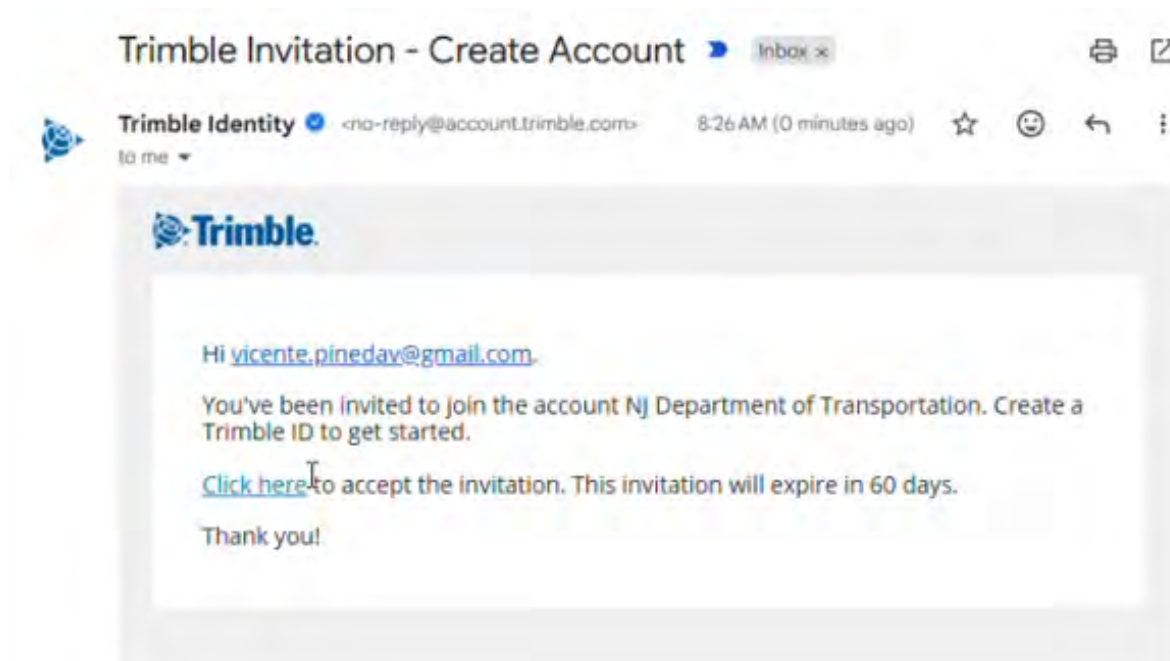
609.649.9395

DOT-localAID.ResourceCenter@dot.nj.gov



Invitation

You will first receive an email inviting you to log in to set up your Trimble ID.



Trimble ID Creation

Continue by entering the required information.





Verify

Enter the verification code sent to your email to continue.



Password Setup

Create a new password for your account.



Multi-Factor Authentication (MFA)

Optionally, set up Multi-Factor Authentication for the account.





Preferences

Set up general account preferences.



The screenshot shows the 'Account Preferences' page on the Trimble website. It includes fields for 'Country or Region' (set to United States), 'State or Province' (with a dropdown menu), 'Time Zone' (set to GMT-05:00 New York (United States)), and 'Language' (set to English - United States). A 'Count on' button is visible at the bottom right.

Multi-Factor Authentication (MFA)

Optionally, enable Multi-Factor Authentication.



The screenshot shows a page titled 'Would you like to add an extra layer of security to your account (Optional)'. It explains that MFA adds extra protection and that setup takes no more than 2-3 minutes. A 'Count on' button is visible at the bottom right.

Login Setup

Select available option on how to receive login credentials.



The screenshot shows the 'Let's get you set up' page. It offers three options for receiving login credentials: 'Create a passkey' (for Engagepoint, Social registration, FIDO, and more), 'Authenticator App' (to get a code from an app like Google Authenticator), and 'Secondary Email' (to get a code sent to another email). A 'Count on' button is visible at the bottom right.



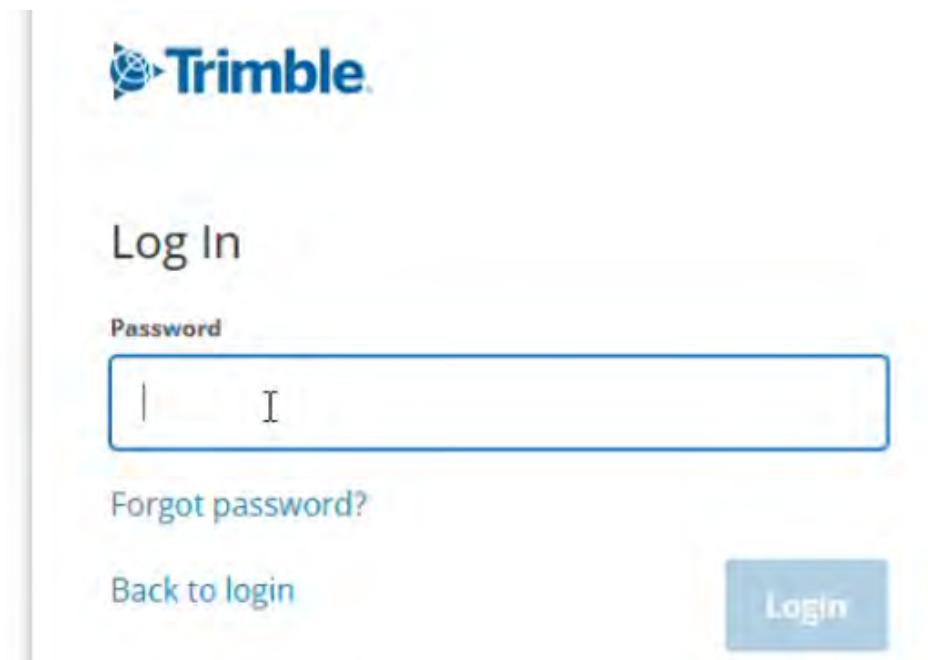
Authentication App

Optionally, set up the Authenticator App as a method to login.



Sign In

Once process is complete, you will be returned to the login page.





Verify Trimble ID

Upon entering your account details, you will be prompted to verify your Trimble ID.

The screenshot shows the Trimble logo at the top. Below it, the heading "Pair Your Trimble Identity (TID)" is displayed. The main text instructs the user to click the "Verify TID" button after securely pairing their existing user account and proceeding to log in with their email and password. It also provides a fallback instruction for users who did not receive an invitation to create a TID. Below the text is an "Email" input field containing the address "vicente.pinedav@gmail.com" and a blue "Verify TID" button.

Home Page

Once verified, you will be able to access your account home page.

The screenshot displays the Trimble Unity Construct home page. The top navigation bar includes links for Home, Dashboard, Projects, Forms, Processes, Documents, Calendar, Contacts, Bidding, Cost, Schedule, Reports, and Setup. The user's name, "Vicente Pineda", is shown in the top right corner. The main content area is divided into several sections: "Workflow in your court" with a table of projects, "My first 10 tasks" with a table of tasks, "Submittal items in your court" with a table of submittals, and "Items Pending Approval" with a table of pending items. A sidebar on the left contains a "Quick Start" section with links to various project types. A right sidebar contains "Announcements" and "CPM User Management" links.



Manage User Profile

To enable the Multi-Factor Authentication, you can path to your profile screen under the “Setup” header.

