Unique User Identification Standard

Version #: 1.1   **Approved By**: Paul Hopingardener, Chief Information Officer
Effective Date: January 4, 2016

Standard

User IDs are automatically generated and are composed of:
1. Up to the first six (6) letters of the person's last name
2. The first letter of their first name
3. In the event a user with this naming convention already exists, the user ID is incremented with the next sequential number; e.g., SmithJ1, SmithJ2, SmithJ3

Contact

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Standards Revision

Version	Purpose/Changes	Editor	Date
1.0	Travis County Information Technology Services Information Technical Standards Creation	Randy Lott	01/04/2016
1.1	Updated contact information and name due to new CIO	Joyce Miller	12/13/20191