First Time User Instructions

(Activate GMID, Setup Password and Validator Questions Instructions)

1. Open your web browser and type 

2. Next click First Time User.

2.1. Or, from outside the GM Network, open your 

2.2. Next click First Time User.

2.3. Or open your web browser and type 

2.4. Click the IDs and Passwords tab, which is 
located in the “Info Systems Self-Help” 
channel – right-bottom side of the screen.

2.5. Click Activate a GMID.

Need Help? Call GM Global Service Desk for 
assistance.
3. Click **Next**.

4. Enter your **GM Identification Number (GMIN)** and click **Next**.

4.1. **Or** you may activate your GMID by clicking the **Alternate** link. Enter your **Employee Identification Number** and **Birthdate**. Click **Next**.

5. Your GMID will now be displayed. Click **Next**.

Need Help? Call **GM Global Service Desk** for assistance.
6. Select two validator questions by clicking the drop down menu and provide answers (which you will remember) in the corresponding fields. You will be required to correctly answer both questions for future password resets.

Please note: If you elect not to set up your validation questions, you will not be able to reset your password at GMID.gm.com. You will be required to contact the GM Global Service Desk for password resets.

7. Review the password rules. Enter your password in the appropriate fields.

8. Your GMID has now been activated. Print this screen or write down your GMID for your records. Click Close.

Need Help? Call GM Global Service Desk for assistance.