



OFFICE OF THE ARIZONA STATE TREASURER



ASTO Web Portal Read-Only Access Guide

This guide will assist Read-Only access users to:

- Retrieve e-Statements
- Retrieve transactions
- Reset password

The user will need to have access to the ASTO Web Portal website:

<https://www.your-fundaccount.com/ASTO/Login.aspx>

How to Retrieve e-Statements?

1. Login in to the ASTO Web Portal using your username and password.
2. Select e-Statements



3. Look for the account number or group number associated with your agency on **Select Account**.

Select Account:

Begin Date: End Date:

4. On **Begin Date** and **End Date**, you can retrieve older statements if needed. Select **Search** once the information is entered or select **Reset** to start a new search.
5. Select on **View Statement** once an account number or group number has been entered.



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Select Account: 198-Group 198

Begin Date: 11/30/2020 End Date: 12/29/2020 Search Reset

Page: 1 of 1 Go Page size: 1 Change

Account Name	Account Number	Statement Type	Statement Date	
Group 198	198	Monthly Statement	11/30/2020	View Statement

- Send emails to LGIP@aztreasury.gov if you have difficulty retrieving statement(s).

How to Retrieve Transactions?

1. Login in to the ASTO Web Portal using your username and password.
2. Select **Transactions**



[Investment Balance](#) **[Transactions](#)** [Unit Values](#) [Fund Yields](#) [e-Statements](#) [Change Password](#)

Welcome Itzel Reyes | Last Login: 1/6/2021 9:33:35 AM

3. On **Begin Date** and **End Date**, choose the dates that are close to the transaction and select **Search**. If needed, you can look for a transaction by entering information in the given sections below.

Logout [Investment Balance](#) [Transactions](#) [Unit Values](#) [Fund Yields](#) [e-Statements](#) [Change Password](#) | Welcome Itzel Reyes | Last Login: 1/6/2021 9:33:35 AM

Begin Date: 1/5/2021 End Date: 1/6/2021 Search Reset

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Account Number	Account Name	Transaction Date	Transaction Type	Transaction Amount	Transaction Units	Beginning Units	Ending Units

> records to display.

- Send emails to LGIP@aztreasury.gov if you have difficulty retrieving transaction(s).



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How to Reset Your Password?

1. Go to the ASTO Web Portal: <https://www.your-fundaccount.com/ASTO/Login.aspx>
2. Select the **Forgot Your Password** link.



Username

Password

[Forgot Your Password](#)

3. Enter your ASTO username and select **Send Email**. Send emails to LGIP@aztreasury.gov if you need further assistance with your username.

If you have forgotten your password, we can send your password to your email address if you have registered your email address with us

Username:

Unauthorized Access Prohibited | User Manual | Post View | Internet External Content | For: Email: 205577@statestreet.com | Phone: 602-999-6100

4. State Street Administration will send you an email with a temporary password and link to change your password. If you have not received an email from State Street Administration through your inbox, please check your junk mail.



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- Select the link on the email. It will send you to the ASTO Web Portal login. Enter your username and temporary password.

ASTO Web Portal - Password Reset

no-reply@edeliveryadmin.com
To Itzel Reyes

Retention Policy Junk Email (30 days) Expires 2/4/2021

i This item will expire in 30 days. To keep this item longer apply a different Retention Policy. Links and other functionality have been disabled in this message. To turn on that functionality, move this message to the Inbox. This message was marked as spam using a junk filter other than the Outlook Junk Email filter. We could not verify the identity of the sender. [Click here to learn more.](#)

- It will direct you to a web page allowing you to reset your password. Enter the temporary password on the **Enter Current Password** box. The new password needs to contain at least 1 Uppercase, 1 Digit and 1 Symbol; less than 15 characters.

- You will need to re-login with your username and new password once you select **Change Password**.

Also, user can change their current password by selecting **Change Password** on the web portal.