For MARS account administration and application issues please contact:
MARS.Support@noaa.gov
Phone: (301) 427-8888
Fax: (301) 713-7422
Mon-Fri 7:30 am - 5:30 pm (Eastern)

For local desktop issues, installing required components, and connectivity problems please contact your local IT support center.

For financial or business related questions please contact the MARS Project Manager or your MARS Line Office Administrator or FMC Administrator. A listing of FMC Administrators can be found on the MARS website.

MARS Project Manager
Edward French (301) 427-6959

NWS Administrator
Mary Rieck (301) 427-6969

NMFS Administrator
Brian Brown (301) 427-8745

NOS Administrator
Jennifer Neuschatz-Gregg (240) 533-0957

NMAO Administrator
Tonya Coleman (301) 713-7642

NESDIS Administrator
Lynn Hodges (301) 713-7064

OAR Administrator
Michelle Chawlk (301) 734-1160

Program Support Administrator
Dana Prince (202) 482-5136

https://mars.rdc.noaa.gov/
Getting Started with MARS

1. Before attempting to log into either of the MARS modules, make sure that all required software and plug-ins have been loaded on your computer. Please see the table in the Hardware / Software Requirements section for details.

2. To Access the MARS application go to the following URL:
   https://mars.rdc.noaa.gov/

3. Click on either the Data Entry or Reporting and Querying button to access that particular module.

When prompted enter the user name and password provided to you by your MARS Administrator for that module.

Getting Started with the MARS Data Entry Module

When you log into the MARS Data Entry Module for the first time, you will be prompted to change your password.

If not prompted, once inside the application click the “Preferences button” in the upper right corner of the screen. Then select “Change Password.”

Enter your old password, followed by your new password. Enter the new password again, then click the “OK” button.

Once your password has been reset, you can resume using the application.

Department of Commerce Password Policies

MARS passwords must comply with the DOC password policies (Passwords must contain at least 12 characters with a mix of any 3 of the following: upper and lower case letters, numbers, and special characters (@#$%^&*)

MARS Passwords will expire after 60 days. The account will be locked after 3 incorrect login attempts are made.

MARS Training

Data Entry Module

Training for the MARS Data Entry Module is available by selecting “Training” from the top menu and then clicking “Data Entry.”

Reporting and Querying Module

Training for the MARS Reporting and Querying Module is available by selecting “Training” from the top menu and then clicking “Reporting & Querying.”

Log in using your MARS Reporting and Querying Module User ID and password.

Hardware / Software Requirements

<table>
<thead>
<tr>
<th>Hardware</th>
<th>Operating System</th>
<th>Memory</th>
<th>Resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Windows 7, Windows 8, Windows 10</td>
<td>4GB</td>
<td>1024X768</td>
</tr>
<tr>
<td></td>
<td>OS X El Capitan (10.11) - not compatible with DE</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Software</th>
<th>Browser</th>
<th>Safari 10.1.1</th>
<th>Firefox 31 or higher for Reporting and Querying</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Firefox ESR 52 or 54 required for Data Entry</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>IE 9, IE 10 &amp; IE 11 (Compatibility Mode only)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>IE 9, IE 10 &amp; IE 11 (Compatibility Mode only)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Software</th>
<th>Java</th>
<th>Java 1.8.0.192</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Enabled w/Sun Java 1.8.0.192 (Recommended)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Version 8.0 or higher</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Version 8.0 or higher</td>
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</tr>
</tbody>
</table>

You can download the applications/plug-ins listed above by going to https://mars.rdc.noaa.gov and clicking on the “Downloads” drop-down menu at the top of the page.

Important Info

- All Pop-up Blockers must be DISABLED in the browser settings in order to successfully access MARS
- All 3rd party Browser Add-on Toolbars (such as Google, Yahoo, MSN, Bing) need to be removed/disabled for Data Entry Forms
- The Java Auto-Updater must be turned off to prevent accidental updates to the user’s computer
- Performance of the Oracle applications interface is directly affected by the availability of resources on the client PC
- MacAfee Site Adviser Browser Plug-in is not compatible with Data Entry