

Summary

When logging into Version 6 for the first time, users may need to reset their password.



Reset Password: on Login Screen

If a password has not been provided, you can reset it here:

- Click on **FORGOT PASSWORD** In the popup window:
- Enter your email address.
- Click SEARCH

The new password will be sent to your email account.

- Check your email & click the link in the email.
- Login and enter the code provided in the email.
- Choose a new password.
- Click CONTINUE

User ID:	-	
Password:		Show
Start		
Forgot passwo	rd?	
Choose a new password		
Please check your email or phone you don't receive within 30 minu unctuation marks. It must be at l	e for a message with your code.Please check utes.A strong password is a combination of lef least 6 characters long.	your spam folder ters and
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Tip: A user account must be created with the user's valid email address.

Initial Login: on Login Screen

Enter the URL provided by your administrator.

- Enter login ID and password.
 - Click START
- If you are a member of multiple user groups, select your desired user group and click **START** again.
 - The system will now open to your account.

SECM F	Project
User ID:	
Password:	Show
Start	
Forgot password?	

Tip: Your user ID and password from Version 5 may work for logging into Version 6.