# PASSWORD RESET!



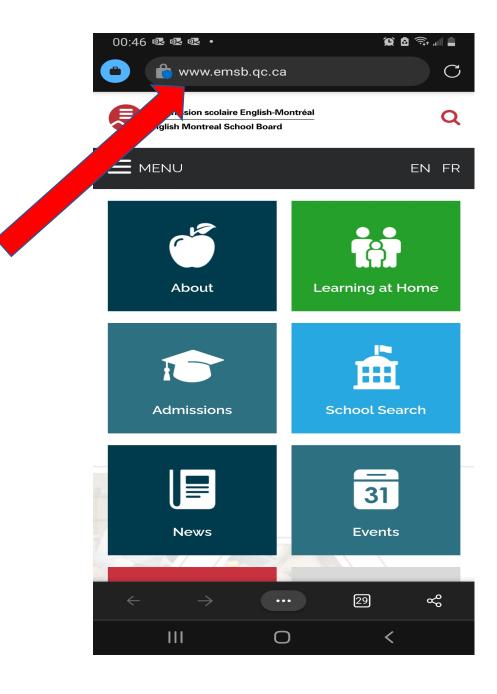
1. The EMSB public WIFI does not work for most devices as such WIFI access may be limited or inaccessible

2. EMSB email account passwords expire every 90 days from your last password activation/change.

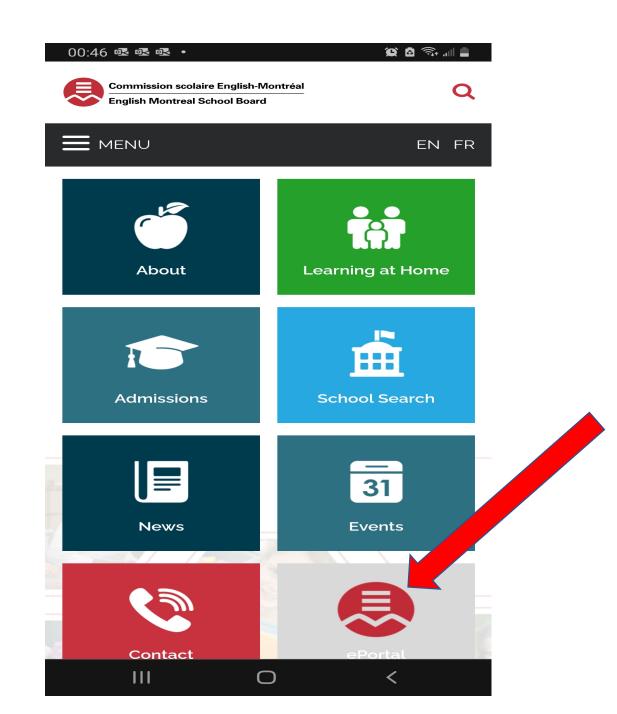
3. Students are advised to change their passwords before the 90 day timeline to avoid abrupt interruption of services.

4. Students have access to IT support. Call 514-483-7502 or Email ITHELP@EMSB.QC.CA

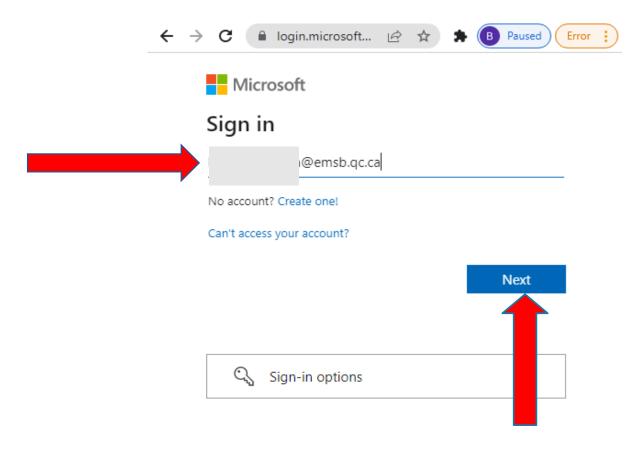
#### GO TO WWW.EMSB.QC.CA



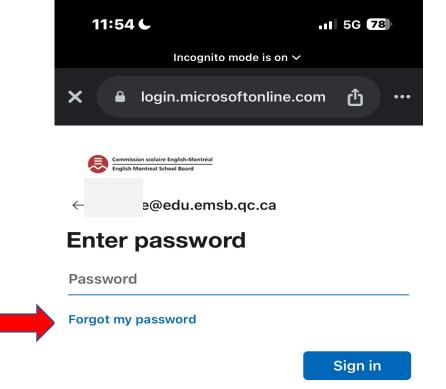
#### CLICK on the ePortal



#### Enter your username and click Next



#### Click on forgot my password





#### Complete identification questions

#### STEP 4a



#### Get back into your account

#### Who are you?

To recover your account, begin by entering your email or username and the characters in the picture or audio below.

Email or Username: \*

@edu.emsb.qc.ca

Example: user@contoso.onmicrosoft.com or user@contoso.com



Enter the characters in the picture or the words in the audio.



#### Complete verification questions

STEP 4b

11:55 🗲		11 5G 78
	Incognito mode is on 🗸	
	Incognito mode is on $\checkmark$	



#### Get back into your account

verification step 1 > choose a new password

Please choose the contact method we should use for verification:

• Text my mobile phone

Call my mobile phone

In order to protect your account, we need you to enter your complete mobile phone number (\*\*\*\*\*\*\*\*\*44) below. You will then receive a text message with a verification code which can be used to reset your password.

Enter your phone number



Text

#### Enter new password and confirm it

\*\*Password should contain at least one alpha, lower case and a number

#### STEP 5

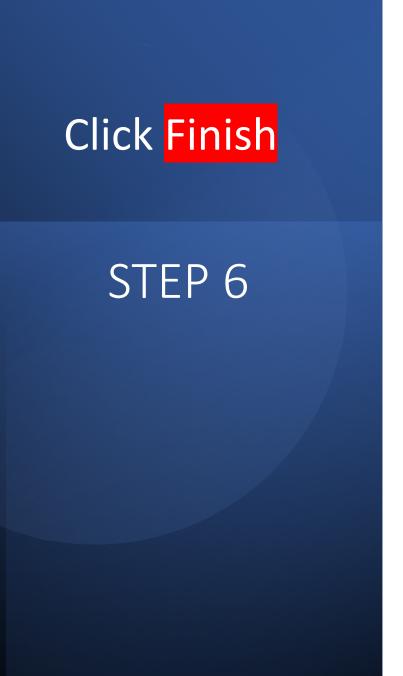
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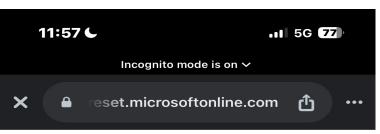
## Get back into your account

verification step 1 ✓ > choose a new pas

* Enter new password:						
* Confirm new password:						
•••••						
Finish	Cancel					



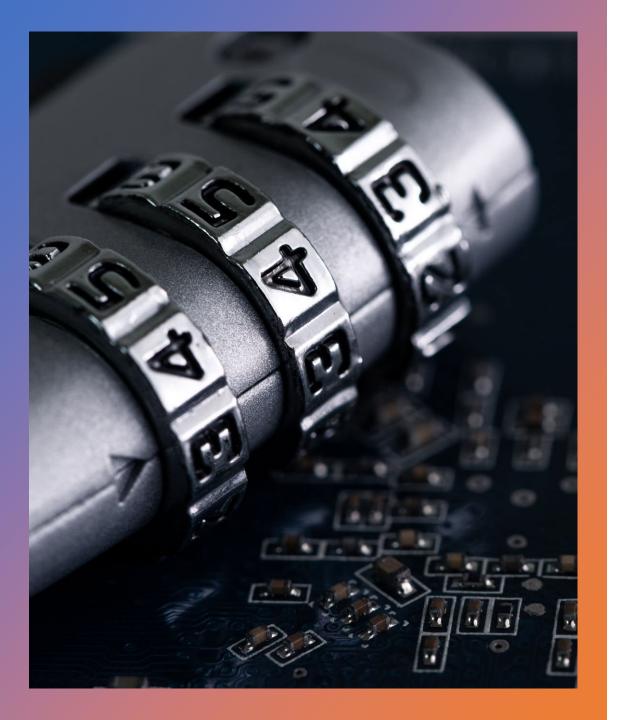




# Get back into your account

verification step 1 ✓ > choose a new pas

* Enter nev	v password:		
* Confirm r	new password:		
	•••••		
Finish	Cancel		
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### REMEMBER TO CHANGE YOUR PASSWORD BEFORE THE NEXT 90 DAYS.