



## How do I reset my password?

To reset your password, click the [Reset Password](#) button from the main page.

Home

**SoarianUsers.com**

The Soarian Users Community

Please enter your User Name and Password to access the site.

You can also register for a new account if you do not have one, just click the **Register** button and fill in the required information.

If you have forgotten your password, click the **Reset Password** button to have a new password emailed to you.

User Name:  
  
 Password:  
  
 Remember me next time.

[How do I...](#)  
 Register a new account?  
 Reset my password?

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This will display the **Reset Password** window.

Forgot Your Password?  
 Enter your User Name to receive your password.

User Name:

Key in your User Name and click the **Submit** button.

If you have incorrectly keyed the User Name, the window will display a warning:

**We were unable to access your information. Please try again.**

Once you click **Submit**, the system will ask for the answer to the security question that you entered when setting up the account. This is a security precaution to insure that only you are allowed to reset the password for your account.

Identity Confirmation  
 Answer the following question to receive your password.

User Name: jackydoe  
 Question: Name of my pet mouse  
 Answer:

Key in the answer to your security question and click the **Submit** button.

If you have incorrectly keyed the answer, the window will display a warning:

**Your answer could not be verified. Please try again.**



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When the new password has been generated, the system will inform you:

Your password has been sent to you.

The new password will be sent to the Email address that you entered when creating the account.

Once you have received the email with the new password, click the home link or refresh the page and enter the new password with your User Name. You will then be forwarded to the Soarian Users Community site.

If necessary, you can change the system generated password to one of your liking in the community site.