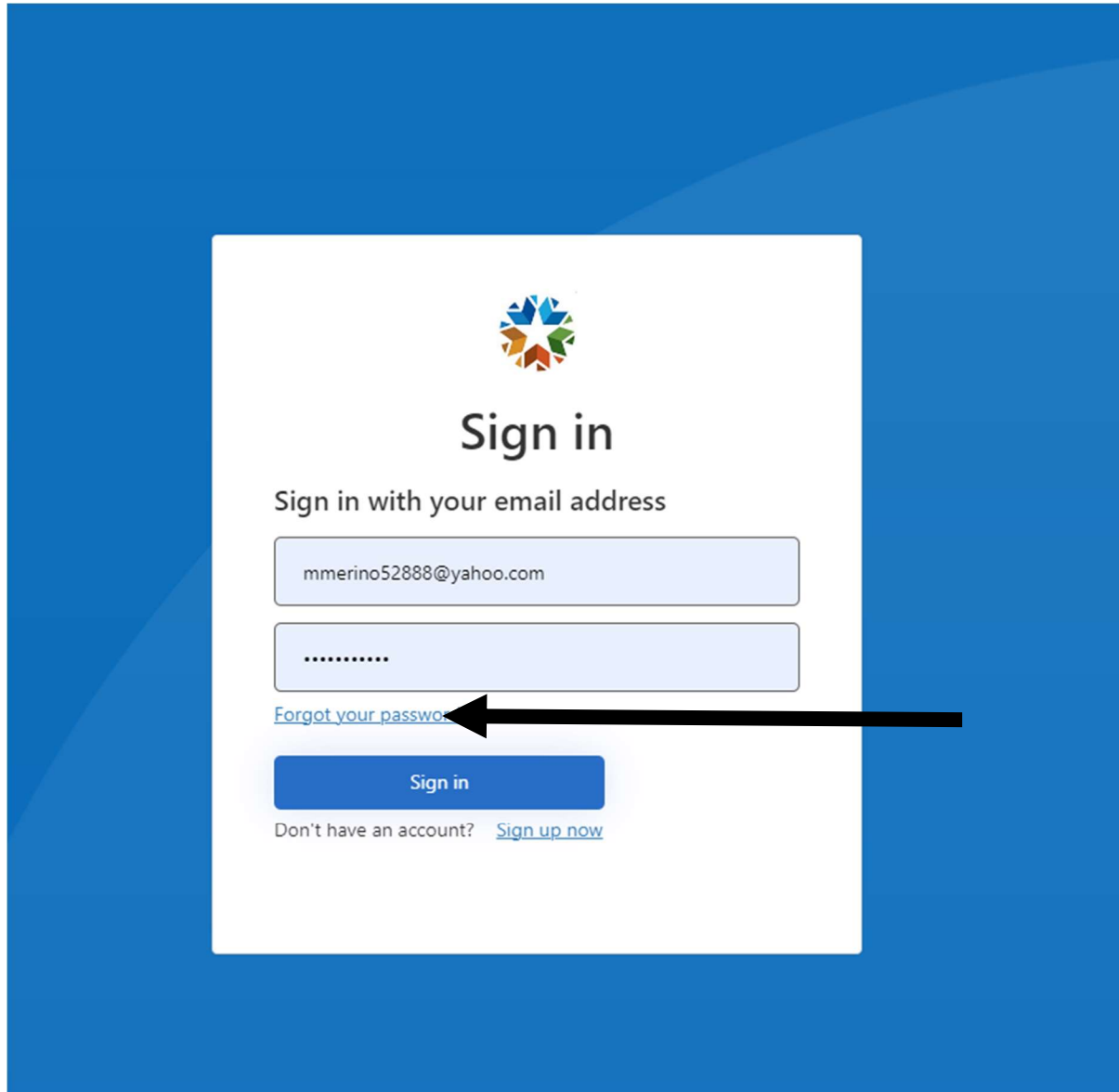


Reset Password in OGIMS

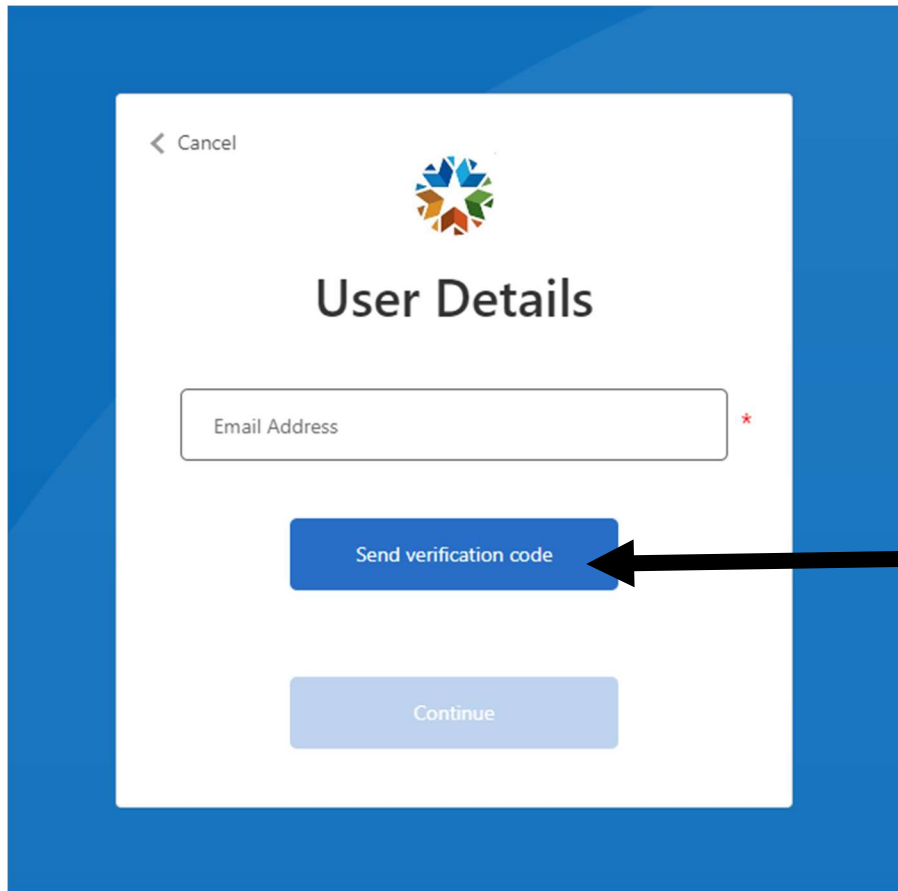
- Go to the external OGIMS site [OGIMS External](#)
- Click 'Forgot your password?' link



The image shows a screenshot of the OGIMS sign-in page. At the top center is a colorful star logo. Below it, the text "Sign in" is displayed in a large, bold font. Underneath, the instruction "Sign in with your email address" is shown. There are two input fields: the first contains the email address "mmerino52888@yahoo.com", and the second contains a masked password represented by seven dots. Below the password field is a blue hyperlink labeled "Forgot your password?". A thick black arrow points from the right side of the image towards this link. Below the link is a blue "Sign in" button. At the bottom, the text "Don't have an account?" is followed by a blue hyperlink "Sign up now".

Reset Password in OGIMS

- Enter your email as registered in OGIMS



- Click 'Send Verification Code'
- Log into the email account separately from OGIMS (Outlook, Yahoo, Gmail, etc.)
- Locate email from msonlineserviceteam@microsoftonline.com title should be similar to OMESB2CProd000, image below



• OMESB2CProd000 account email verification code

• **Microsoft on behalf of OMESB2CProd000** <msonlineserviceteam@microsoftonline.com>
To: mmerino52888@yahoo.com

Verify your email address

Thanks for verifying your mmerino52888@yahoo.com account!

Your code is: 410341

Sincerely,
OMESB2CProd000

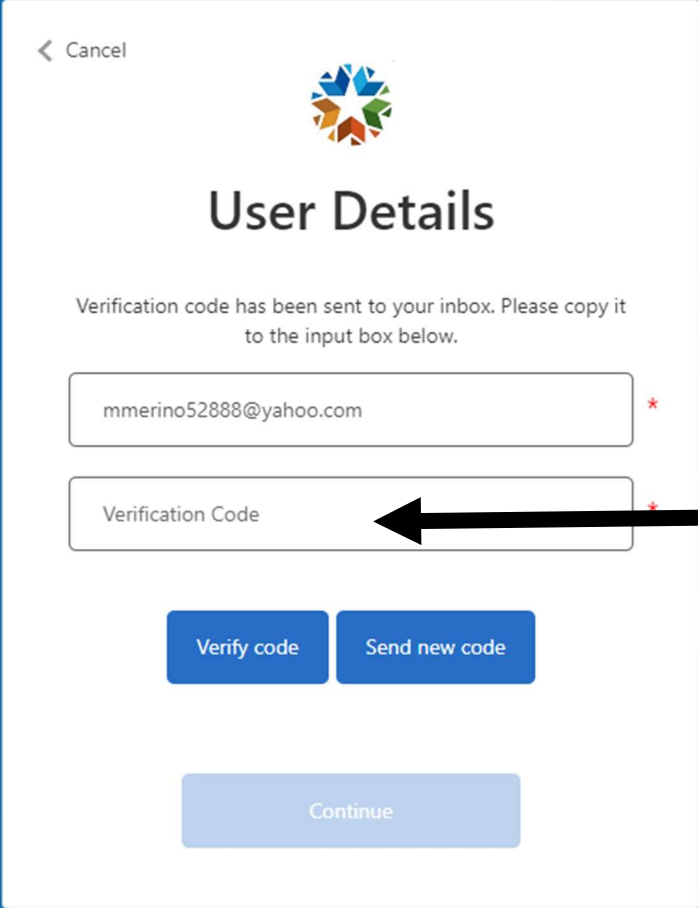
This message was sent from an unmonitored email address. Please do not reply to this message.



- Copy the code provided, should only be the six numbers

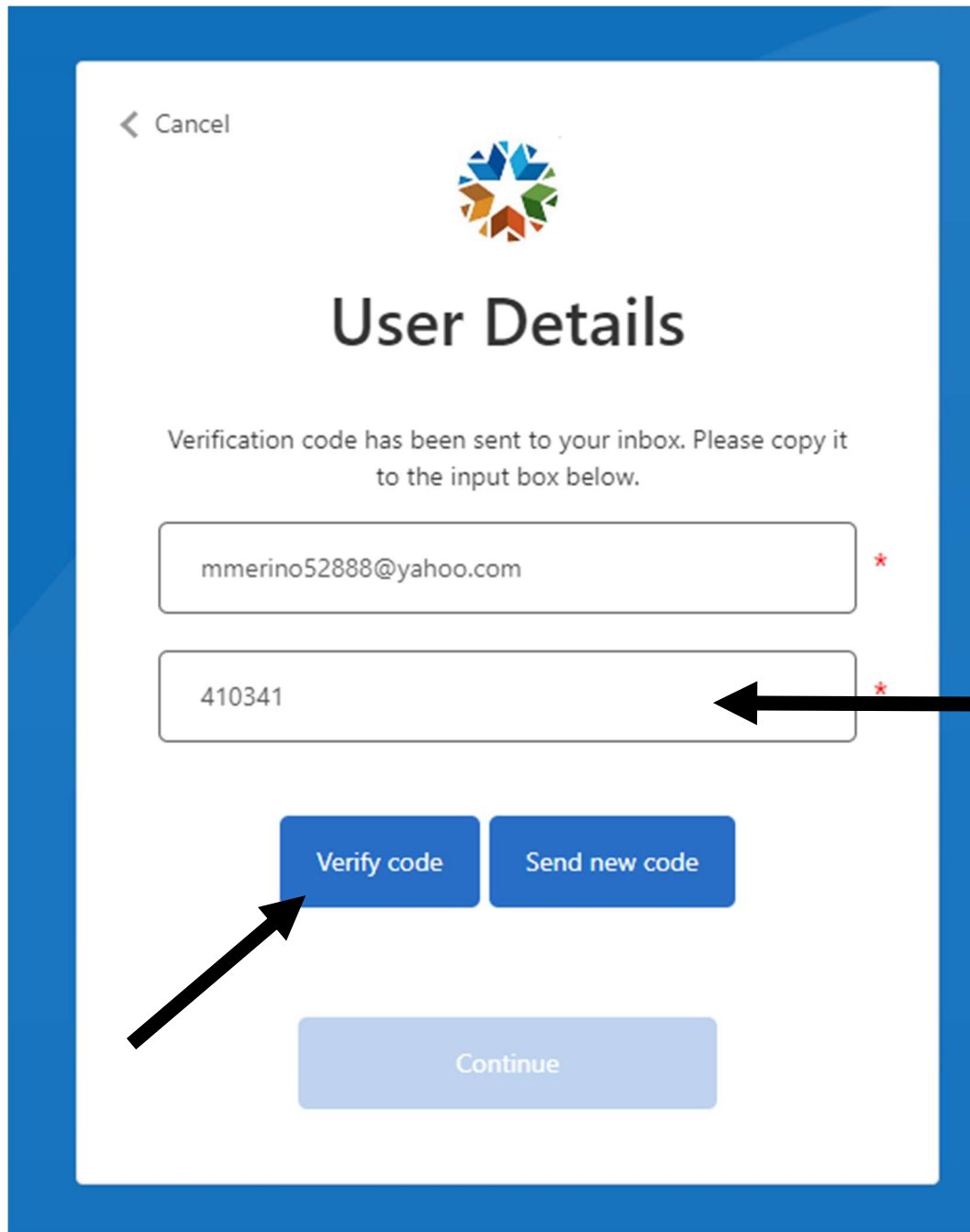
Reset Password in OGIMS

- Paste the code provided into the OGIMS screen to verify code




The image shows a mobile application screen titled "User Details" with a colorful logo at the top. Below the title, a message states: "Verification code has been sent to your inbox. Please copy it to the input box below." There are two input fields: the first contains the email address "mmerino52888@yahoo.com" and the second is labeled "Verification Code". A black arrow points from the right side of the screen to the "Verification Code" input field. Below the input fields are two blue buttons: "Verify code" and "Send new code". At the bottom of the screen is a light blue "Continue" button.

Reset Password in OGIMS



The image shows a mobile application screen titled "User Details" with a colorful circular logo at the top. Below the logo, the text reads: "Verification code has been sent to your inbox. Please copy it to the input box below." There are two input fields: the first contains the email address "mmerino52888@yahoo.com" and the second contains the verification code "410341". Both fields have a red asterisk to their right. Below the input fields are two blue buttons: "Verify code" and "Send new code". At the bottom is a light blue "Continue" button. A black arrow points from the right side of the screen to the "410341" input field, and another black arrow points from the bottom left to the "Verify code" button.

< Cancel



User Details

Verification code has been sent to your inbox. Please copy it to the input box below.

 * *

Verify code Send new code


Continue

- Click 'Verify Code'

Reset Password in OGIMS

- The system will force you to verify again for a second time, enter your email address again and click 'Send Verification Code'

Cancel



User Details

Verification is necessary. Please click Send button.

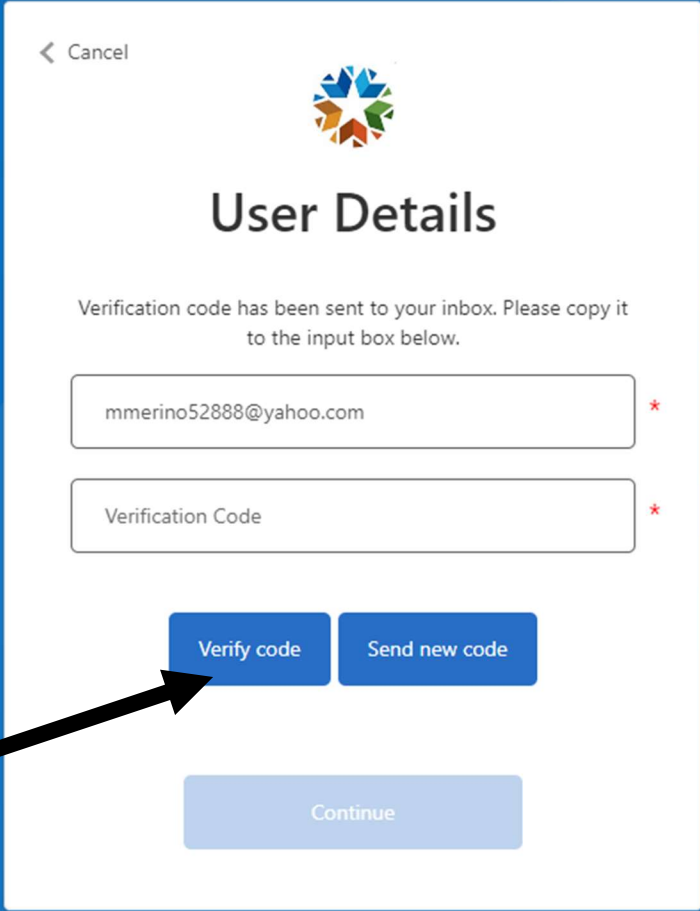
 *

Send verification code

Continue

- From your email, copy the new verification code from the new email and enter in the OGIMS screen

Reset Password in OGIMS

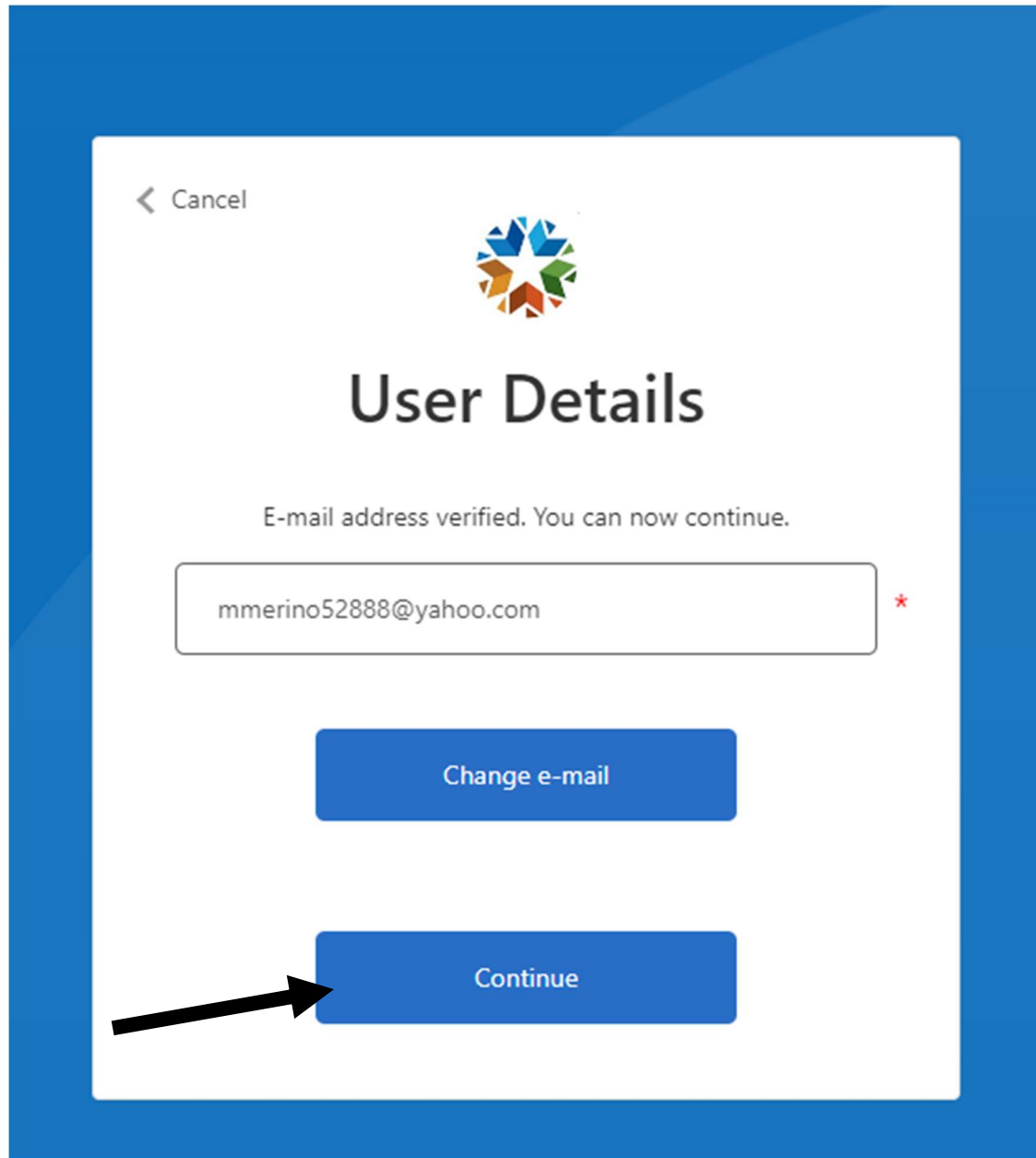


The image shows a mobile application screen titled "User Details" with a colorful star logo at the top. Below the logo, the text reads: "Verification code has been sent to your inbox. Please copy it to the input box below." There are two input fields: the first contains the email address "mmerino52888@yahoo.com" and the second is labeled "Verification Code". Both fields have a red asterisk to their right. Below the input fields are two blue buttons: "Verify code" and "Send new code". A black arrow points to the "Verify code" button. At the bottom of the screen is a light blue "Continue" button.

- Click 'Verify Code'

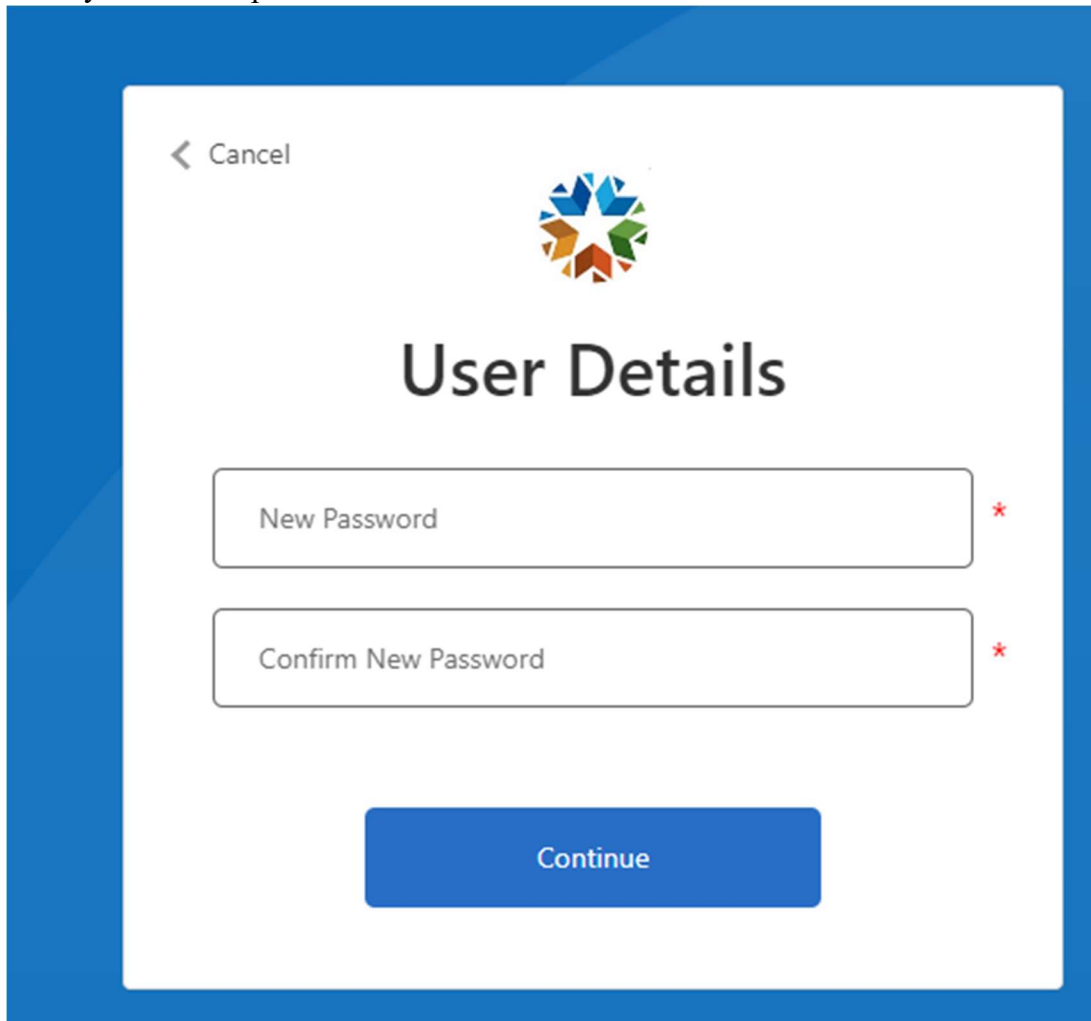
Reset Password in OGIMS

- When verified, click 'Continue'



Reset Password in OGIMS

- Enter your desired password and then click 'continue'



The screenshot shows a mobile application interface for resetting a password. At the top left, there is a back arrow and the text 'Cancel'. In the center, there is a colorful starburst logo. Below the logo, the title 'User Details' is displayed in a large, bold font. There are two input fields: the first is labeled 'New Password' and the second is labeled 'Confirm New Password'. Both fields have a red asterisk to their right, indicating they are required. At the bottom center, there is a blue button labeled 'Continue'.

- Once completed you will be redirected to the login screen, please attempt to login with your new password

★ If you receive a 403 error when doing this please check your computer time and make sure it is accurate, because if it isn't the system will not allow you to proceed.