

Self-serve password reset for an Adviser

• On the Adviser sign in page, you will need to click 'I forgot my password' which will generate the password reset page



• This will automatically input your email address, next, click 'Send code' which will generate an email to you.

Password Reset.	
Send a code to the email address you used to register to reset your password.	
test@cirencester-friendly.co.uk	
Send code.	
Code	
New password	٢
Confirm new password	۲
Update password	
Back	

- Check your email inbox (you may need to check your junk/spam folder), you can then enter the code that has been provided in the email and input a new password. Click 'Update password'
- A message will be generated 'Your password has been updated', you will be redirected to the 'homepage' where you will be able to log in with your new chosen password.

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