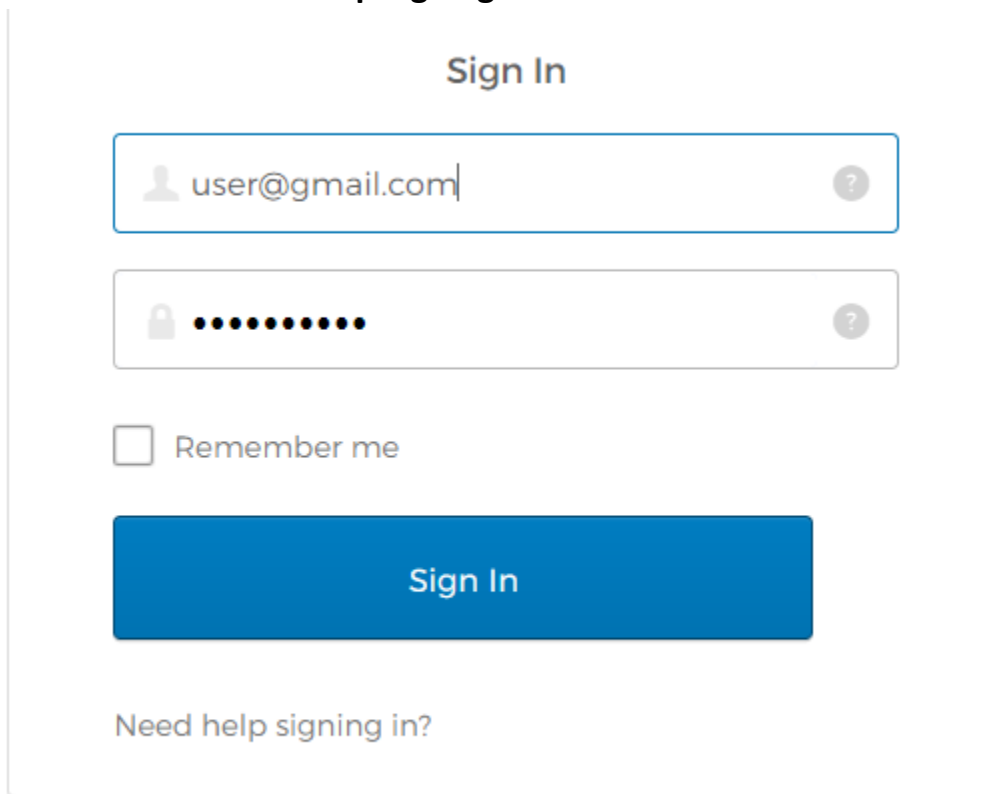


## How to Reset your Okta Password

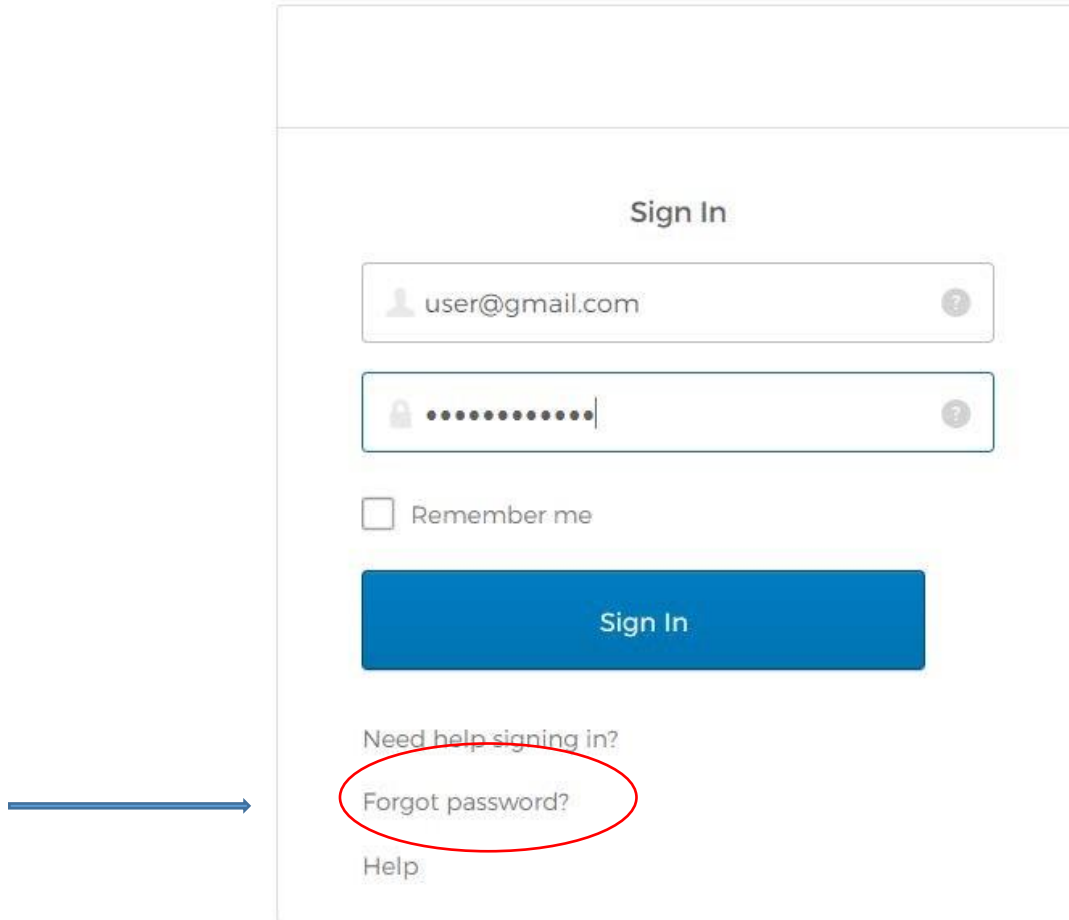
### 1. Click the Need Help Signing in Link



The image shows a screenshot of the Okta Sign In page. At the top, the text "Sign In" is centered. Below it are two input fields: the first contains the email address "user@gmail.com" and the second contains a masked password represented by ten dots. To the right of each input field is a small circular icon with a question mark. Below the password field is a checkbox labeled "Remember me". A large blue button with the text "Sign In" is positioned below the checkbox. At the bottom of the form, the text "Need help signing in?" is displayed, which is the link mentioned in the instructions.

## 2. Click the Forgot Password link

Click the FORGOT PASSWORD link.

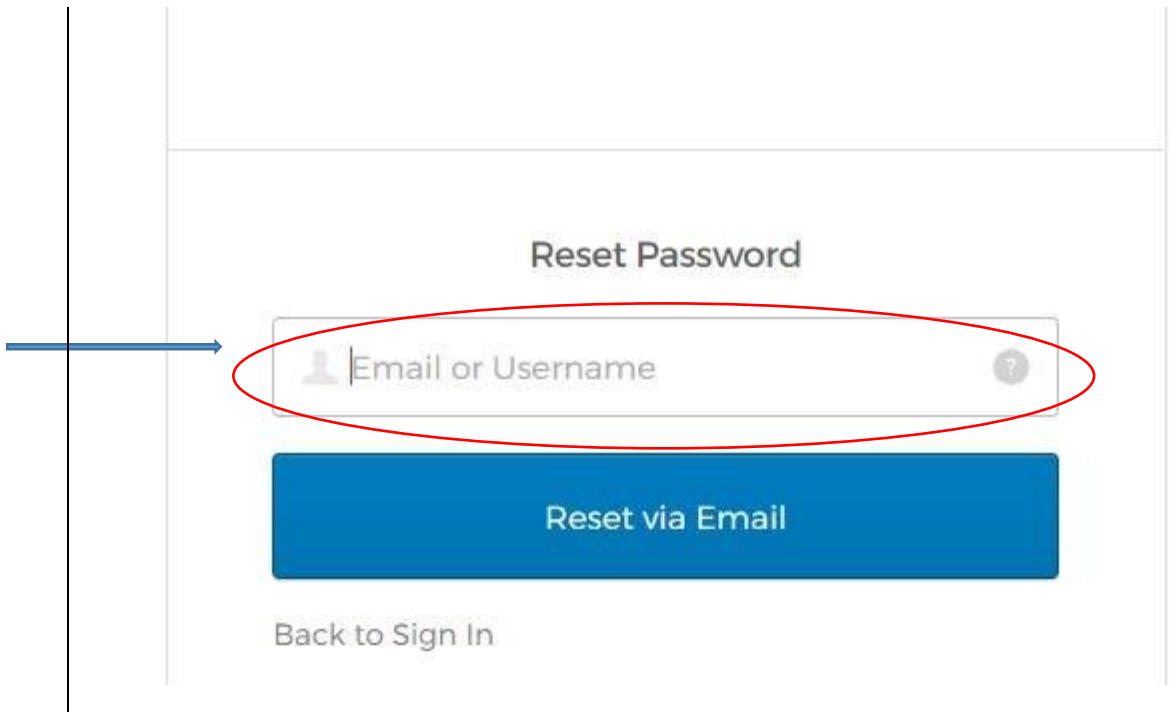


The image shows a 'Sign In' form with the following elements:

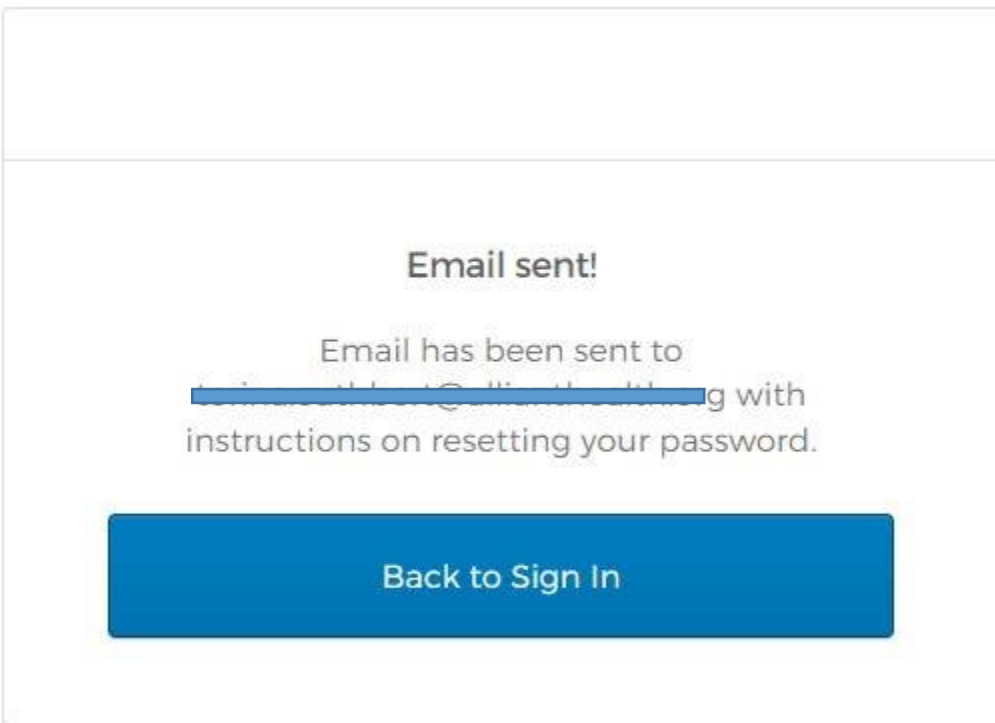
- Form title: Sign In
- Username field: Contains 'user@gmail.com' with a user icon and a help icon.
- Password field: Contains masked characters with a lock icon and a help icon.
- Remember me checkbox: Labeled 'Remember me'.
- Sign In button: A blue button with the text 'Sign In'.
- Need help signing in? text.
- Forgot password?** link: Circled in red, with a blue arrow pointing to it from the left.
- Help text.

You will be prompted to enter your username/email address.

**Note: Your username is your email address.**



3. After clicking the **RESET VIA EMAIL** button, check your email. You should have received an email to reset your password. You will have an hour to reset it before the link expires.



## Example of Email

Hi Torina,

A password reset request was made for your Okta account. If you did not make this request, please contact your system administrator immediately.

Click this link to reset the password for your username, [\[redacted\]@\[redacted\].org](#):

Reset Password

This link expires in 1 hour.

- 4. Next, you will be prompted to enter an answer to your security question then select Reset Password.**



## Answer Forgotten Password Challenge

What was the mascot of the first sports team you played on?

Show

Reset Password

[Back to sign in](#)

- 5. You will have to create a new password. After creating the password, you should be able to access the CMA Instructor's Registration site.**



## Reset your Okta password

Password requirements:

- At least 8 characters
- A lowercase letter
- An uppercase letter
- A number
- No parts of your username
- Your password cannot be any of your last 4 passwords

New password

Repeat password

[Reset Password](#)

[Back to sign in](#)