How To Reset Your UAM Password/Unlock Your UAM Account

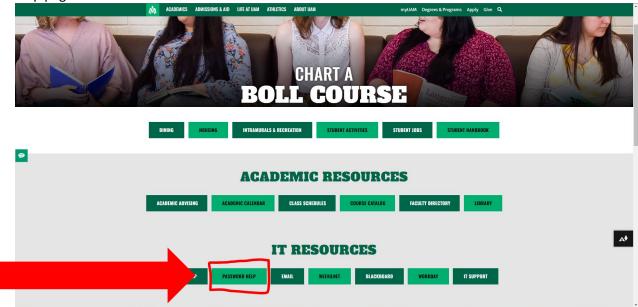
UAM will never ask you for your password in an email. We will not send emails that imply you will lose your email service if you do not enter information after following a link. Please be alert to phishing scams trying to steal your user id and password. Official UAM IT announcements will be made on the website.)

Step 1: Open Google Chrome and go to www.uamont.edu. Under INFORMATION FOR: Click on the word STUDENTS.

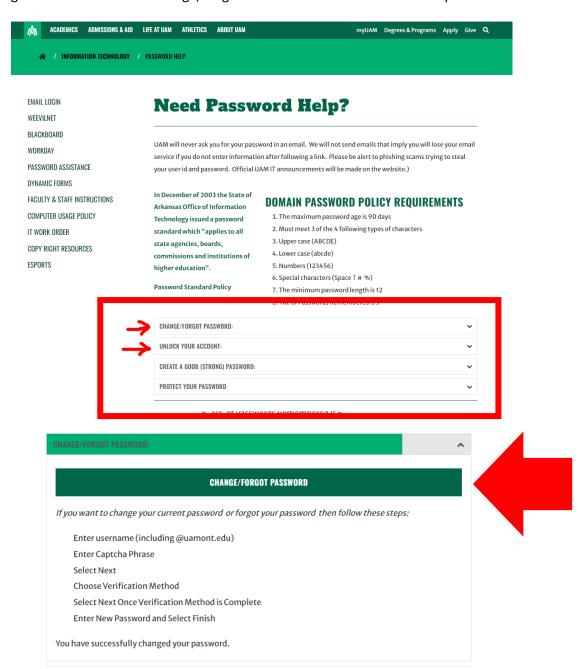




Step 2: Under the IT Resources area click on the PASSWORD HELP button to access the UAM Password help page.



Step 3: One the Password Help page, scroll down and open the drop-down for either Change Password or Unlock Account depending on which you need at the time. For this instance, we will then click on the green button for either Change/Forgot Password to move to the next step.



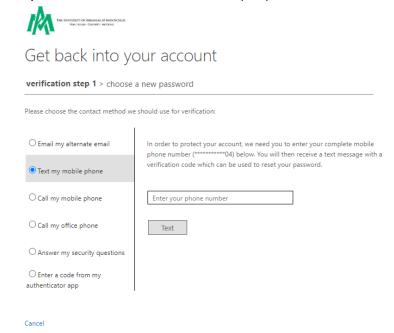
Step 4: You should now be on a Microsoft screen. Enter your UAM E-Mail address and enter the verification characters in the picture. Click Next to proceed.

Microsoft

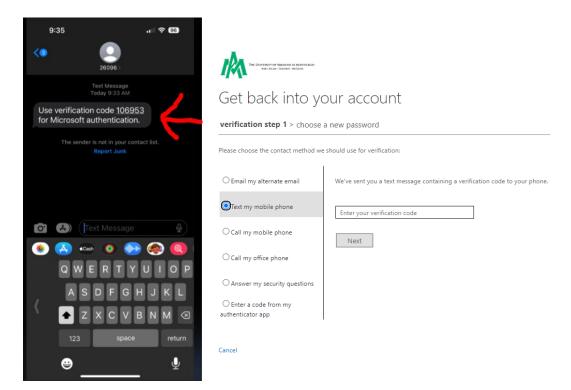
Get back into your account

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: * Example: user@contoso.onmicrosoft.com or user@contoso.com Enter the characters in the picture or the words in the audio. * Next Cancel

Step 5: Select the verification method you prefer. For this case, a text code was selected.

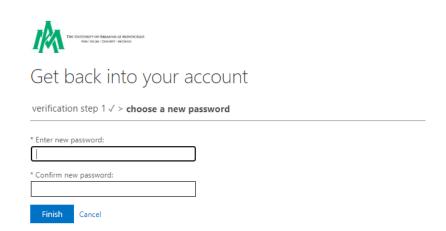


Step 6: A 6-digit code should be sent to your phone. Enter the code then click Next.



Step 7: You can now change your UAM Password. NOTE: Your password must contain the following:

- 1. Upper case (ABCDE)
- 2. Lower case (abcde)
- 3. Numbers (123456)
- 4. Special characters (Space! # %)
- 5. The minimum password length is 12
- 6. No. of Passwords Remembered is 5



Select Finish when you are ready!

Contact Us: Information Technology

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