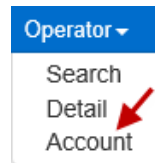


KinderConnect – Reset Password

An **Operator** that forgets his/her **Password** can click on **Forgot password?** to reset or needs to contact the Program System Owner or the TAP Support Center to have it **Reset**. To **Reset** a **Password**, the Program System Owner should:

A Locate the **Operator** by clicking **Search** under Operator. For additional details, refer to the **Operator Search** QRC.

B Click **Account** under Operator.



C Click on the **Reset Password** checkbox.

Operator Account

Operator Name Billings, Barney

Save Cancel

★ denotes a required field

User Name: ★ barney

Password: ★

Secret Question: What is the first name of your spouse's father? ▾

Secret Answer: bob

PIN:

Reset Password: ←

Locked:

Registered:

D If resetting an **Operator's** password, type a default password in the **Password** field. During the next KinderConnect **Login** attempt, the **Operator** will be forced to reset the **Password**.

E Press **Save**. The **Operator** can now attempt to login again.

Note: All passwords will automatically expire every 90 days and will require to be reset.