



Reset Password

- User Guide for DEO

Department of School Education, Haryana

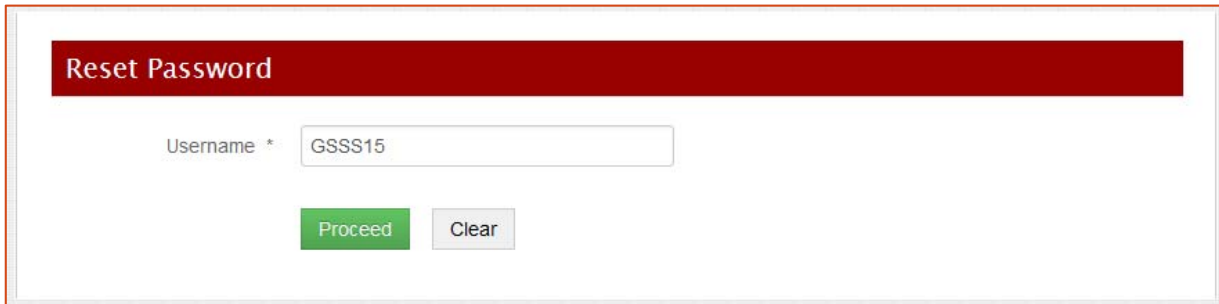
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Versions

Version	Comments
V1.0	How to reset Password?

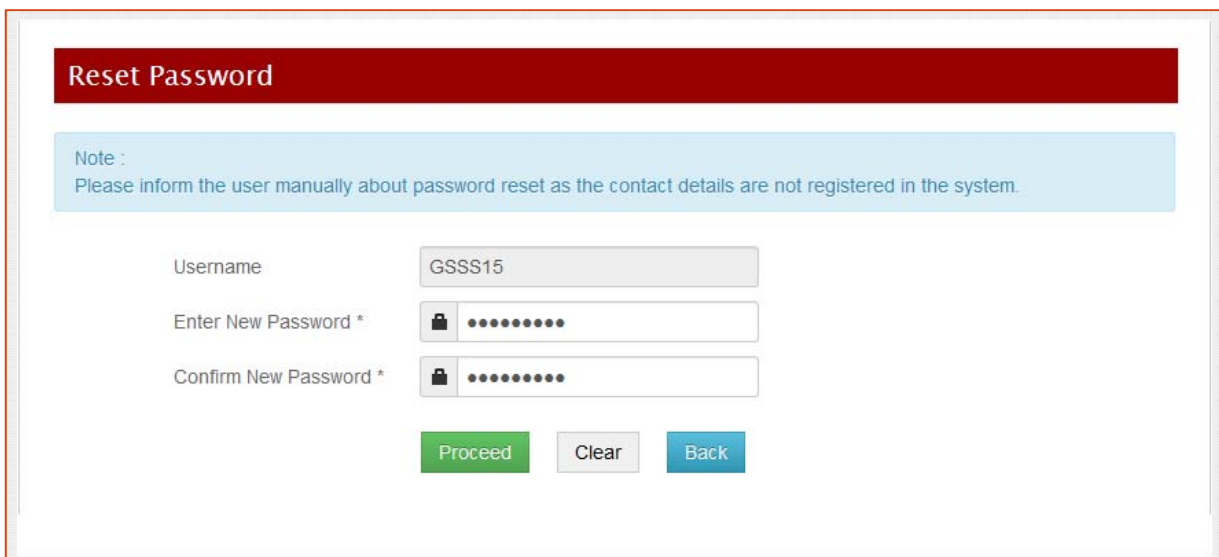
How to reset Password?

1. Click on the 'Reset Password' link provided in your login.
2. Enter the username whose password is to be reset. Click on proceed button.



The screenshot shows a web form titled "Reset Password" with a dark red header. Below the header, there is a text input field labeled "Username *" containing the text "GSSS15". To the right of the input field are two buttons: a green "Proceed" button and a grey "Clear" button.

3. Enter and Re-enter the new password as shown. Click on proceed button.



The screenshot shows the "Reset Password" form with a light blue note box at the top that reads: "Note : Please inform the user manually about password reset as the contact details are not registered in the system." Below the note, there are three input fields: "Username" (containing "GSSS15"), "Enter New Password *" (with a lock icon and masked characters), and "Confirm New Password *" (with a lock icon and masked characters). At the bottom, there are three buttons: a green "Proceed" button, a grey "Clear" button, and a blue "Back" button.

4. Password will be reset. The password will be sent to the user if the contact details are saved in the system or else you will have to inform the user manually about the password reset.



The screenshot shows the "Reset Password" form with a dark red header. Below the header, there is a green message box that reads: "• Password is reset successfully!"