

On another computer browser, copy and paste or click on: https://account.live.com/password/reset

You will be asked, why can't you sign in? Click to select "Forgot my Password".

The next screen will ask you for your email ID that Microsoft knows or the Phone number you have given them.

Enter your email ID & type the words you see displayed on the screen, (to prove you are not a robot) & click Next.

Microsoft will then ask how you want your Security Code communicated to you, by SMS or Email?

* This underlines the importance of establishing 2 stage authentication with Microsoft *

Choose one of the above methods Eg. SMS & you will be asked to confirm the last 4 digits of your Phone number & hit Send Code.

After only a short time your Phone will receive the 6 digit code. Enter the code and hit Next.

You will now see a screen where you can enter your new Password twice & hit Next.

The following screen confirms the Password has been reset.

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