



SOUTHWESTERN
AN OREGON COMMUNITY COLLEGE

**Let's
Reset
Your
Password!**





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2/7

First...

Click here:

<https://passwordreset.microsoftonline.com/>





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1

Enter your student email as shown

2

Enter the Captcha as shown

3

Click Next

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:

 1

Example: user@contoso.onmicrosoft.com or user@contoso.com



2

Enter the characters in the picture or the words in the audio.

3

Next Cancel





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1

Select your
verification
method

2

If you have
multiple phone
numbers you will
be asked to pick
the one you'd like
to use

3

Click Next



Get back into your account

verification step 1 > choose a new password

Please choose the first contact method we should use for verification:

1

Email my alternate email

Text my mobile phone

Call my mobile phone

2

What phone number would you like to use for verification?

Text me at *****27

Text me at *****21

3

Next



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Get back into your account

verification step 1 > choose a new password

Please choose the first contact method we should use for verification:

Email my alternate email

Text my mobile phone

Call my mobile phone

In order to protect your account, we need you to enter your complete mobile phone number (*****27) below. You will then receive a text message with a verification code which can be used to reset your password.

Enter your phone number

1

2

Text

Back

1

Enter your phone number

2

Click Text to be sent a verification code





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Get back into your account

verification step 1 > choose a new password

Please choose the first contact method we should use for verification:

Email my alternate email

Text my mobile phone

Call my mobile phone

We've sent you a text message containing a verification code to your phone.

Enter your verification code

1

2

Next

1

Enter your verification
code

2

Click Next





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Password** Requirements

- 14 or more Characters
- At least three of the following categories:
 - a. Uppercase Letters (A-Z)
 - b. Lowercase Letters (a-z)
 - c. Numbers (0-9)
 - d. Special Characters (~!@#\$%^&* _-+={}[]\|?><.,;:/)

**The password cannot include parts of your display name. For example, if your display name is {Smith, John A} the password can't contain Smith or John (Although it can contain A).

**Must not be the same as any of the last 12 passwords.



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1

Enter your NEW
Password

2

Re-Enter your NEW
Password

3

Click Finish

Get back into your account

verification step 1 ✓ > **choose a new password**

* Enter new password:

1

* Confirm new password:

2**3**

Finish

Cancel



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Your Password Has Been Reset!*

Now let's go test it out here:

<https://mylakerlink.socc.edu/ICS/>

* It could take up to 15 minutes for the new password to work/update with MyLakerLink, however, Office365 should update immediately.

**If you found this helpful please share with a friend
who needs it!**



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**If you are still experiencing
difficulty signing in, try
giving SWOCC Tech Support
a call.**

M-F, 8am-8pm

541-888-7999

Except on holidays or when the campus is closed.