How to Set-Up Your Security Questions

- 1. Go to <u>www.sanjac.edu/password</u>.
- 2. Type in your network credentials and then click Login.
 - a. Username: firstname.lastname
 - b. Password: network password



3. Once you have successfully logged in, you will be prompted to provide answers to your challenge questions. Please answer all five pre-defined questions and then set up your two user-defined questions. Click **Save** when you are finished.

Note: Answers must be at least three characters in length.

| Update Challenge Question Responses | |
|--|--------|
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| Pre-Defined Questions | Ê |
| What is your mother's maiden name? | |
| ••••••• | |
| What City Were you born in? | |
| •••••• | |
| What is your favorite color? | |
| •••••• | |
| What is your G#? | = |
| • | |
| What month were you born in? | |
| • | |
| User Defined Questions | |
| Enter a question | |
| Enter your answer | |
| Enter a question | |
| Saving is only enabled after entering an adequate number of responses Save | lancel |

4. Click Logout from the upper-right hand corner when you are finished.

