Account Registration Procedure

To register with the Assumption Password Manager, open your web browser and go to www.assumption.edu/password. The following screen will appear:

You will be asked to put in part of your first and/or last name or login name.

Figure 1 Password Account Locator Screen

Type the letters you see on the picture.

Click Search

If you type your login name, the following screen will appear:

Figure 2 Register with Password Manager Screen
When you click on **Register with Password Manager**, the following screen will appear:

![Password Manager](image)

**Figure 3 Registration with Password Manager**

Enter your current password and click Next.

A New screen will appear requiring you to answer some personal security questions. You will only need to do this once.

![Password Manager](image)

**Figure 4 Question and Answer Profile**

You must click the button to agree that the Password Manager will store your personal information. Click Finish.
A window will open telling you you have successfully registered with Password Manager.