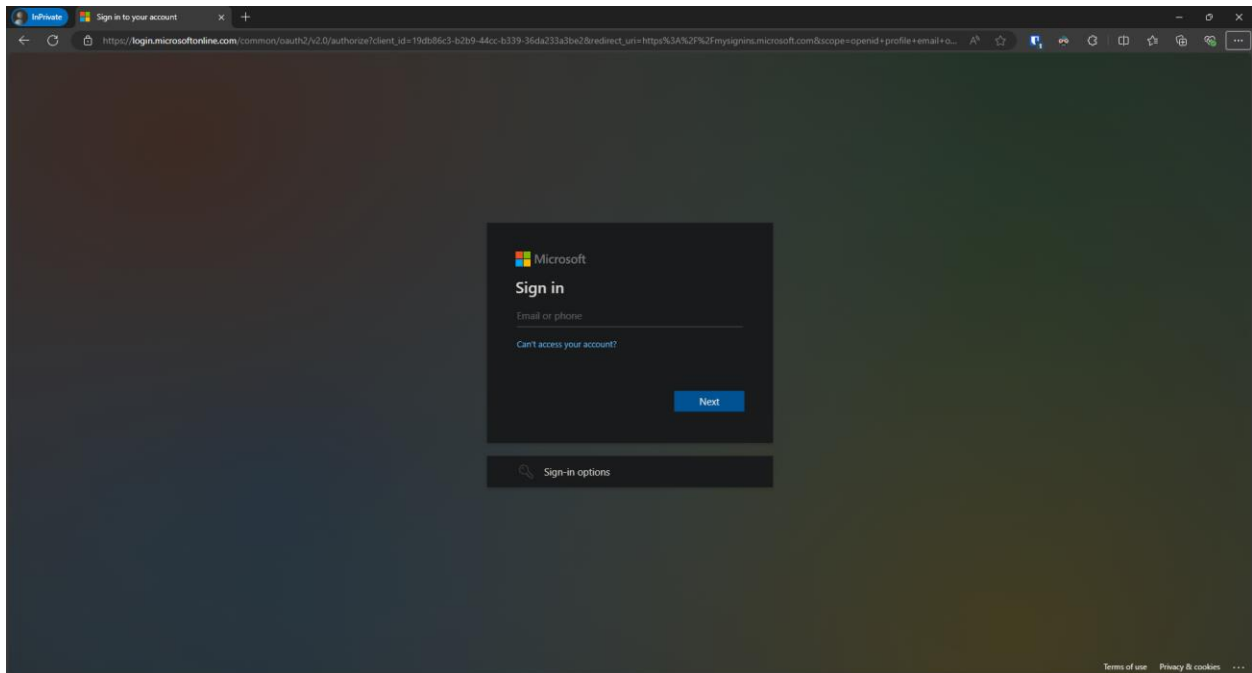# Register for Self-Service Password Reset & Microsoft Multi-Factor Authentication

If you forgot your password or have been locked out of your account, you can use your security info and your mobile device to reset your password.
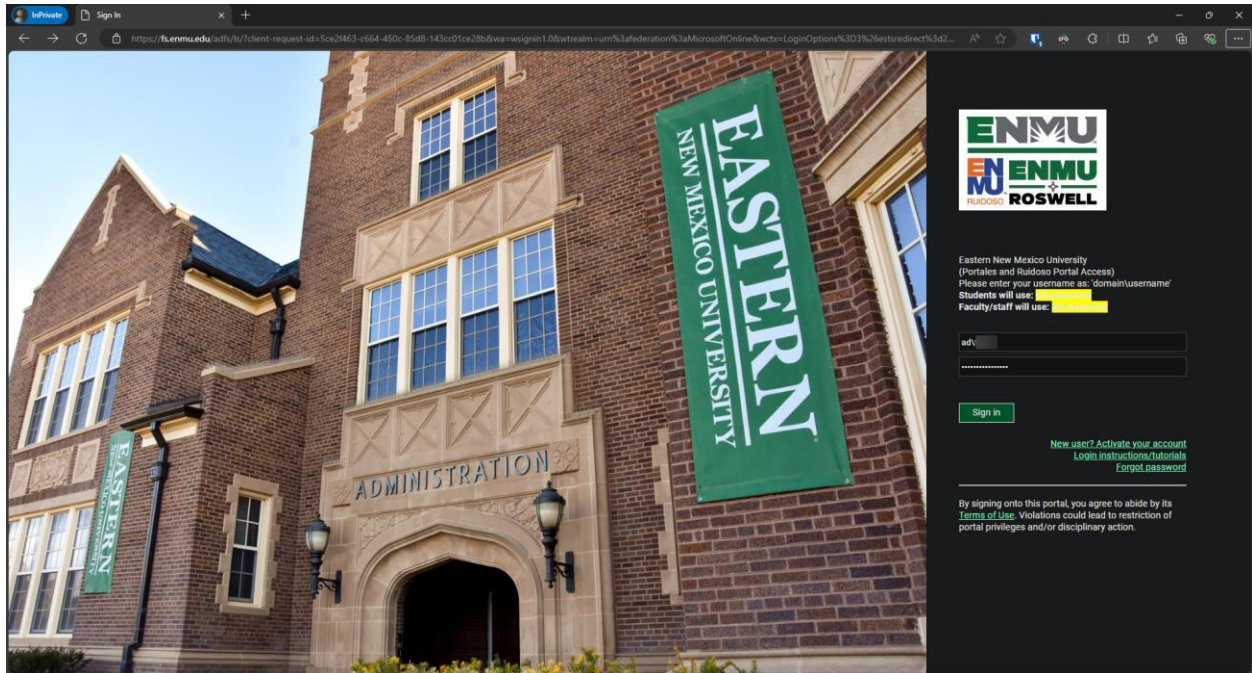
1. Open a web browser on your device and go to the **Security info** page.
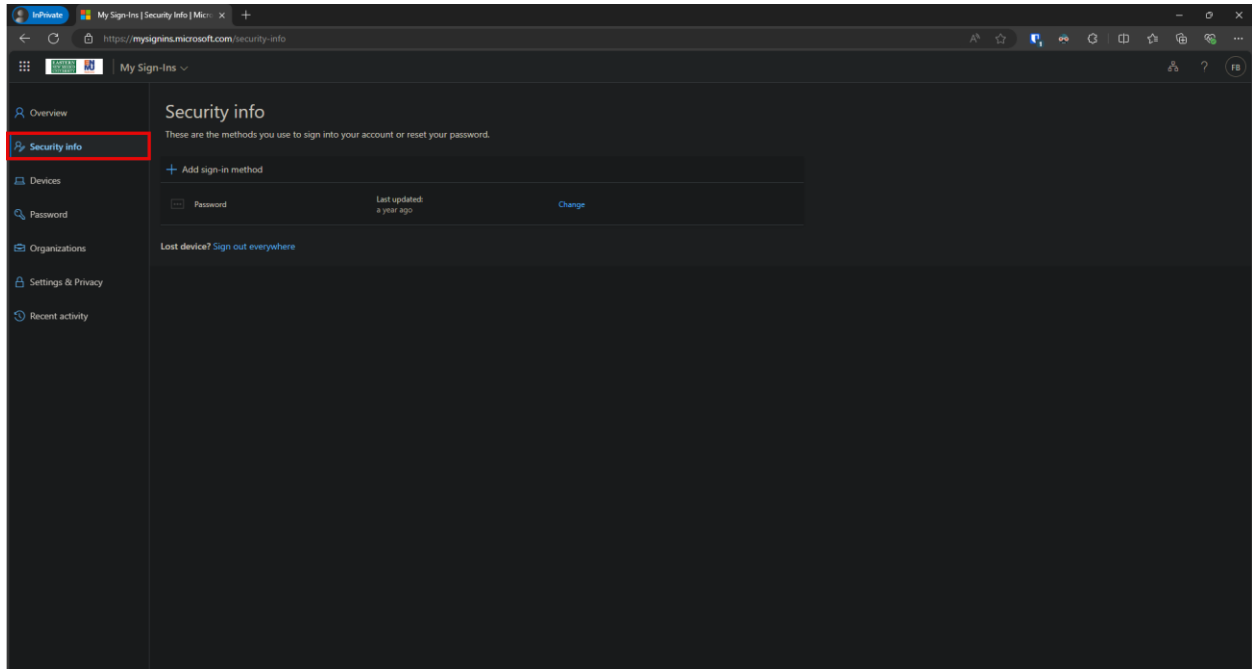
   https://mysignins.microsoft.com/security-info

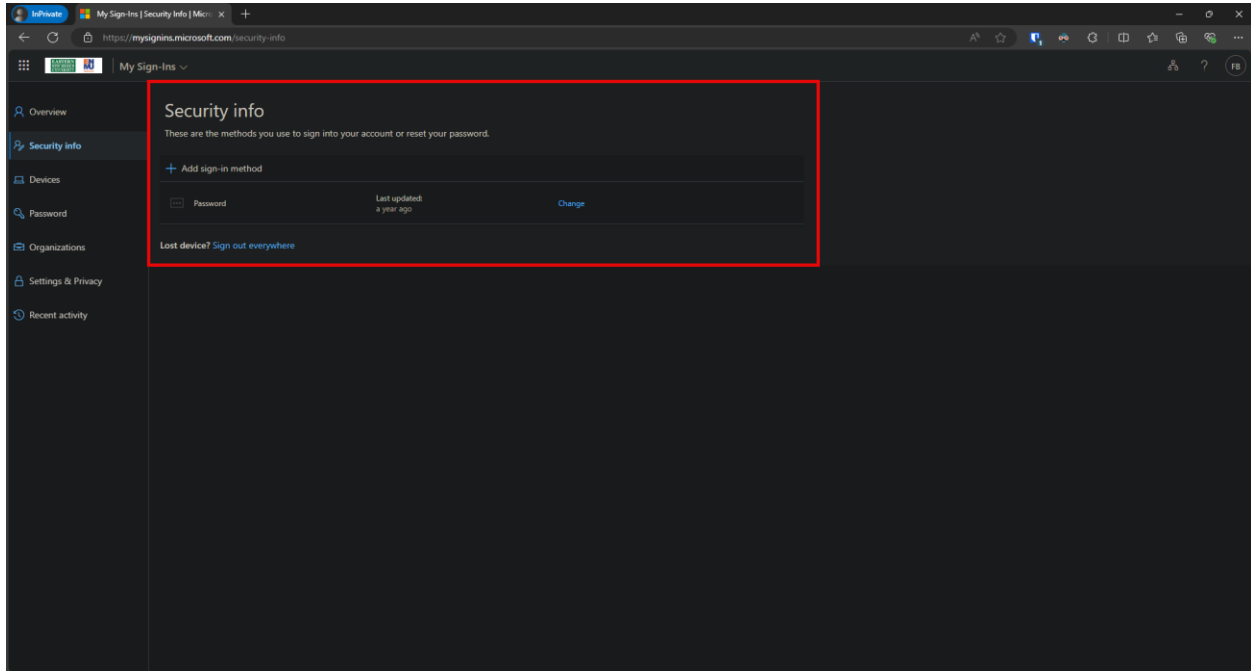2. Enter your email address (e.g. first.last@enmu.edu), and click **Next**

3. You will be directed to the ENMU Sign-in Page. Complete signing in by using your credentials and click on **Sign In**.
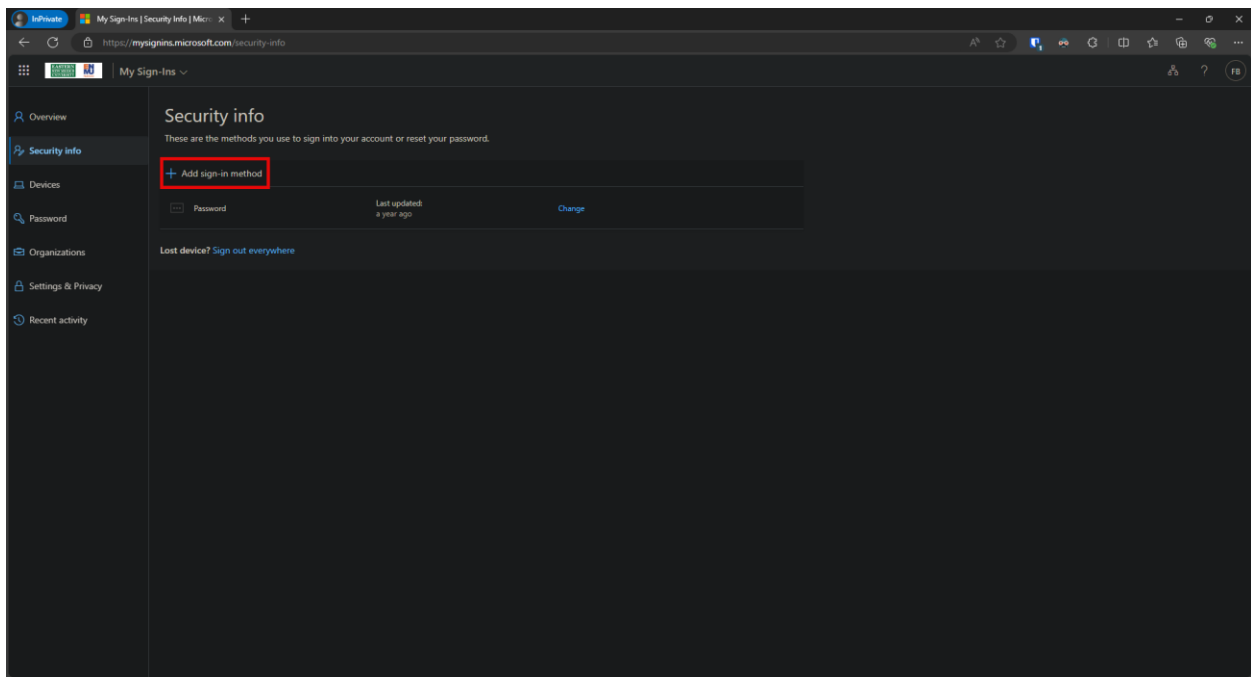

4. Your Security information page will load. If you do not see your security info, click on the **Security info** tab on the left.
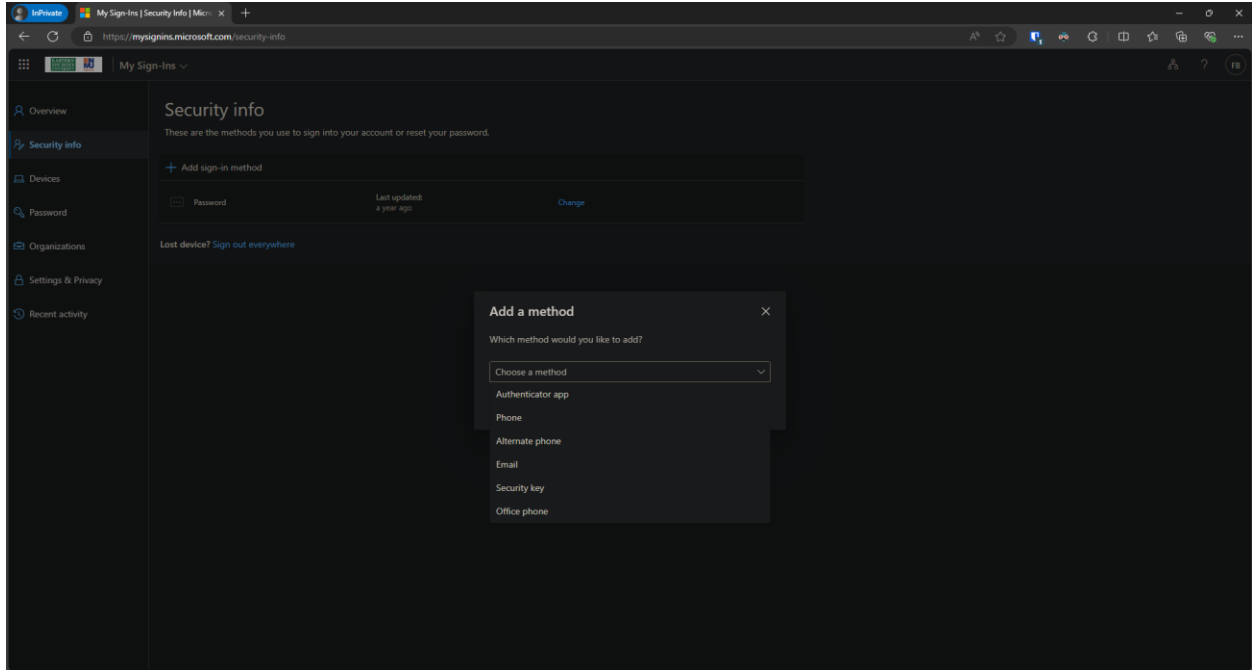
5. You will see your current authentication methods, if any have been added previously.

6. To add a sign-in method, click on **Add sign-in method**.

7. You will be presented with a list of available authentication methods. **You must have two (2) methods set up for SSPR.** ITS recommends using the **Authenticator app** and **Phone** authentication methods. By registering the Microsoft Authenticator app and your phone number, your account is also set up for Microsoft Multi-Factor Authentication (MFA).

8. To add the Microsoft Authenticator app to your ENMU account, follow the steps in the **Add the Microsoft Authenticator App to your ENMU Account** guide.

9. To add your phone to your ENMU account, follow the steps in the **Add your Phone to your ENMU Account** guide.

10. For other authentication methods, follow the prompts provided by Microsoft.