

# Reset Password

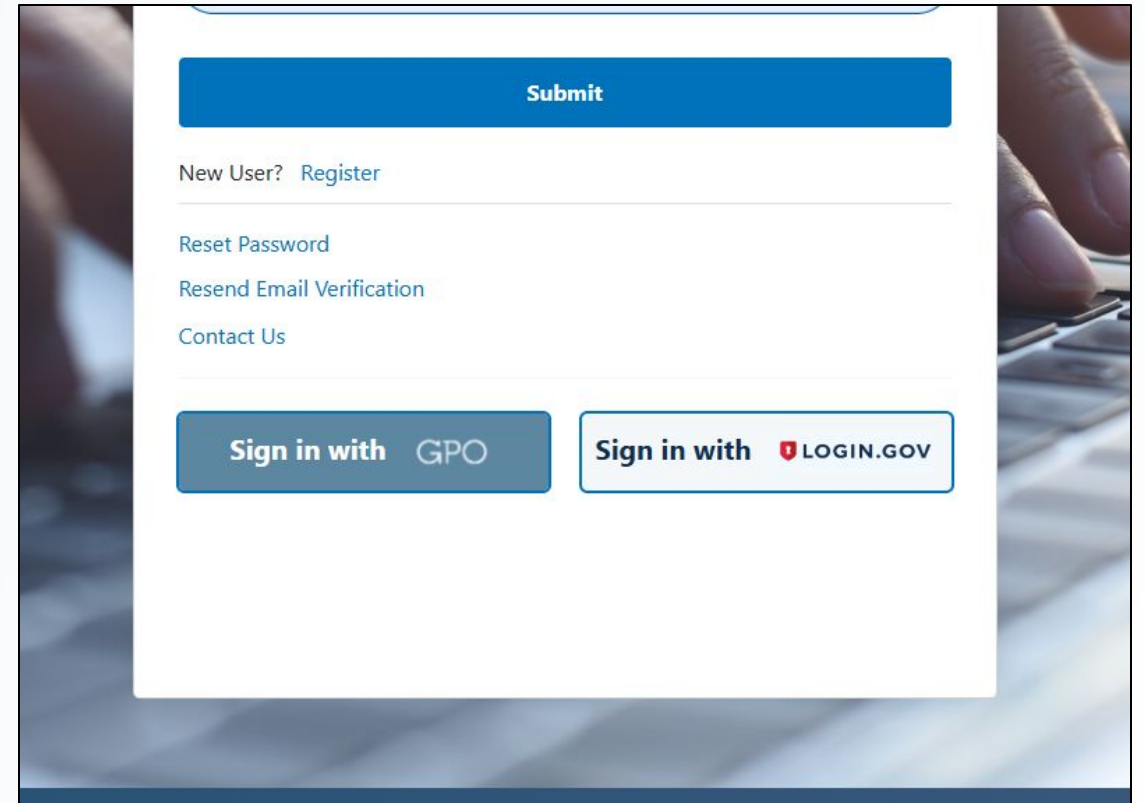
Instructional guide for recovering access to your GPO IMS  
account credentials.

# 1. Access Reset Link

## Navigate to Login Page

Begin the recovery process by visiting the GPO Identity Management Service login screen.

- Go to the Homepage and click **Login**.
- 🔗 Locate the **Reset Password** link.
- 👉 Click the link to proceed to the request form.



# 2. Request Recovery Email

## Identify Your Account

The system needs your registered email address to locate your account profile.



Enter your **Email ID** in the provided field.



Click the **Submit** button.



Ensure the email matches your registration records.

The screenshot shows a 'Reset Password' form with the following elements:

- Reset Password** (Section Header)
- Text: Enter your email below and an email will be sent with instructions for resetting your password.
- Input field: A light blue rounded rectangle containing the placeholder text 'Your email'.
- Submit button: A solid blue button with the text 'Send Email' in white.
- Text: **I remember my password** [Sign in](#)
- Text: New User? [Register](#)
- Text: [Reset Password](#)
- Text: [Resend Email Verification](#)
- Text: [Contact Us](#)

# 3. Check Your Inbox

## Receive the Reset Link

An automated message will be dispatched to your inbox. This contains a secure, time-sensitive token.



Open the "Password Reset Request" email.



Links expire for your protection; use it promptly.



## Password Reset




You recently requested to reset your password for your account with the GPO Identity Management Service.

<https://imstest.gpo.gov:443/ResetPassword/e96094aa-0d15-4e7d-afe1-5fd3fb5b4081>

# 5. Set New Password

## Establish New Security

Create a strong password following GPO guidelines to protect your identity.

-  Type your **New Password**.
-  **Re-enter** to confirm there are no typos.
-  Ensure it meets password requirements.

### Reset Password

Reset your password by entering and confirming a new password.


New Password

Confirm New Password

**Create**

**I remember my password** [Sign in](#)

**Need help?**

 [Password Requirements](#)

[Contact Us](#)

# Process Summary



**Navigate to Reset Password**



**Submit Email ID**



**Click reset password link**



**Set new password**

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