

## **Online Password Reset Tool Procedure**

- Navigate to <a href="https://passwordreset.microsoftonline.com">https://passwordreset.microsoftonline.com</a>
- Fill in your Frontier email address and challenge phrase, click the "NEXT" button.

## Microsoft

Get back into yo	our account
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Who are you?

To recover yo	ur account, begin by entering your email or username and the characters in the picture or audio below.
Email or User	name: *
Example: use	r@contoso.onmicrosoft.com or user@contoso.com
Enter the cha	racters in the picture or the words in the audio. *
Next	Cancel

• On the next screen, choose "I forgot my password" or "I know my password, but still can't sign in"



• Choose the form of verification you wish to use:



## • Enter verification code



## Get back into your account

verification step 1 > verification step 2 > choose a new password

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

• Text my mobile phone	We've sent you a text message containing a verification code to your phone.
○ Call my mobile phone	Enter your verification code
O Approve a notification on my authenticator app	Next Try again Contact your administrator
O Enter a code from my authenticator app	

AREA	ACTIVE DIRECTORY (STANDARD)			
	Parameter	Prior (Old Policy)	New (As of 2/13/24)	
	Password History (remembered passwords)	5	5	
	Maximum password age (days)	90	90	
	Minimum password length (characters)	8	12	
Password Policy	Password complexity requirements	3 of the following: - 1 uppercase letter - 1 lowercase letter - 1 numeric - 1 special character	3 of the following: - 1 uppercase letter - 1 lowercase letter - 1 numeric - 1 special character	
	Password masking	Enabled	Enabled	