Reset your Password

Matthew McGowan - 2016-07-20 - General

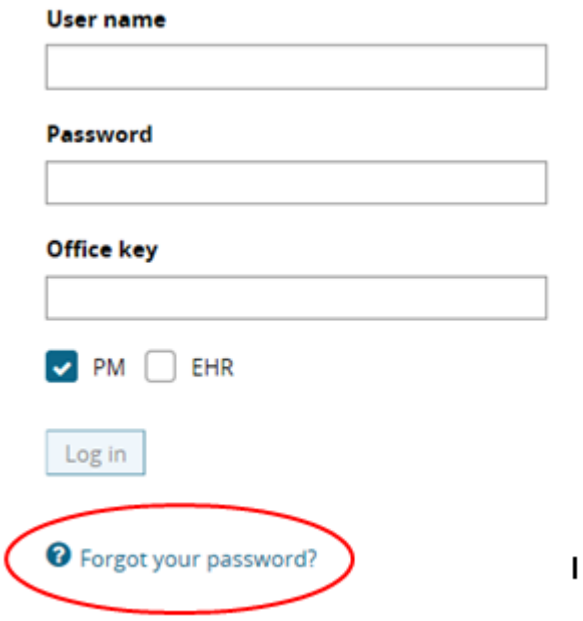
Reset Password

If you forget your password, you can reset it from your AdvancedMD login screen.

Before you can reset your password, you need to set up four security questions and answers.

How to Reset Password

1. Go to the AdvancedMD login screen.
2. Click **Forgot your password?**



3. Enter your **User Name** and **Office Key**. Click **Next**.
4. Answer the security questions. Click **Next**.
5. Enter and confirm your new password. Click **Next**.
6. Click **Finish**.

Notes:

- *A message will be sent to you via the email address you have set up in the **User Profile** screen indicating you have reset your password.*
- *A message that your password has been reset will also be sent to your administrator through the application's message feature.*