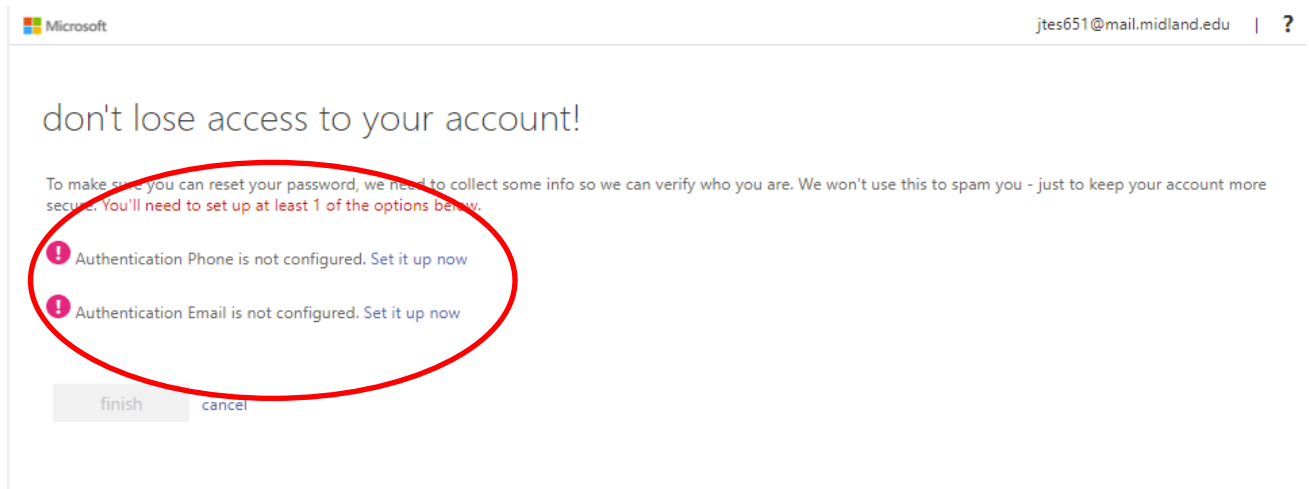


My MC1 Login: Password Management Instructions

All password management is done at myaccount.microsoft.com

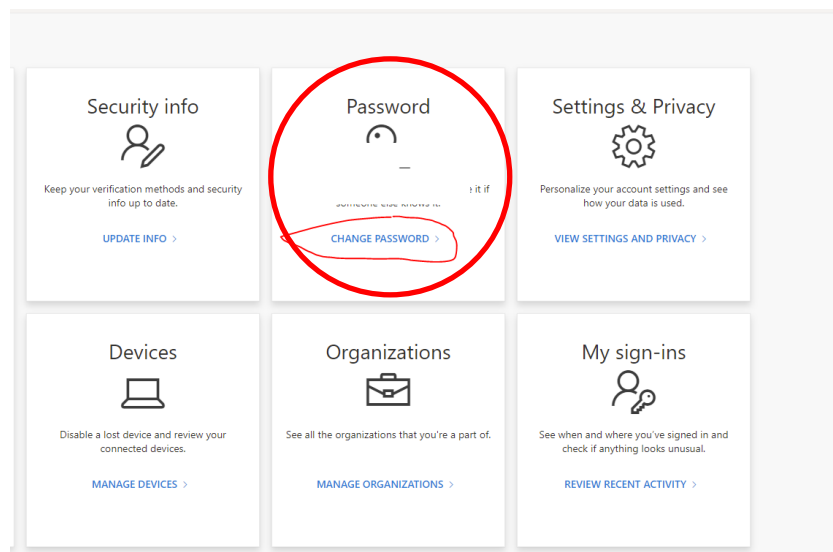
The first time you log in to myaccount.microsoft.com the system will take you to the following page to set up password recovery. You should do this as soon as you receive your account so you are able to reset your password in the future.



The phone number and/or email you enter here will be used to verify your identity if you ever need to use the password reset feature. **** If you do not set this up, you will not be able to self-reset your password. ****

****** If you cannot reset your password, you will need to contact the IT help desk at help@midland.edu. The time for IT to reset your password varies based on their workload so it is highly recommended that you set up password recovery as soon as you receive your account credentials.

To Change your password, login to myaccount.microsoft.com, and click on the change password link shown as shown below.



On this page, you may also update your security information (for forgot my password) and view recent account activity.