

Managely – Password reset

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Currently, in Managely, only the user in question can reset its password.

Administrators cannot reset user passwords.

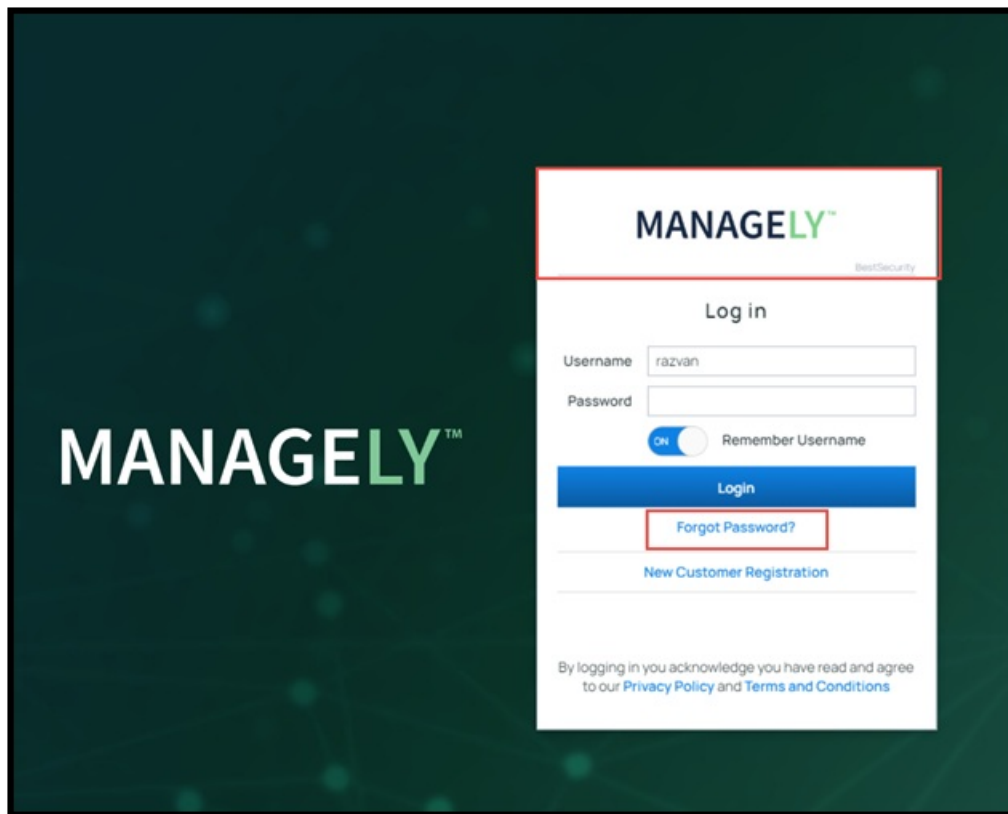
The user will need to access their correct company URL link:

(<https://YOURCOMPANY.managelyapp.com/>)

Note: replace 'YOURCOMPANY' with your company name/prefix.

The user will then click on the 'Forgot Password?' button after they confirm that their company logo displayed on the top of the login page.

(In this example Managely -> Best Security)



The user needs to make sure their username and email address matches what is on file from when their username was created. (If the information does not match, nothing will happen, no password reset link will be emailed)

The user will then receive an email and will follow the steps in the email to reset their password.