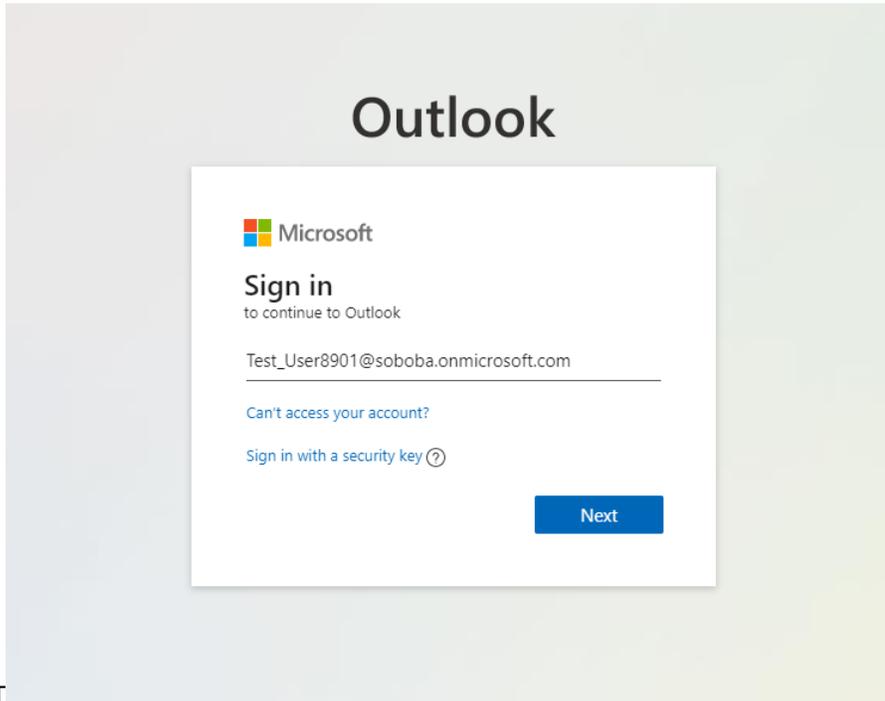
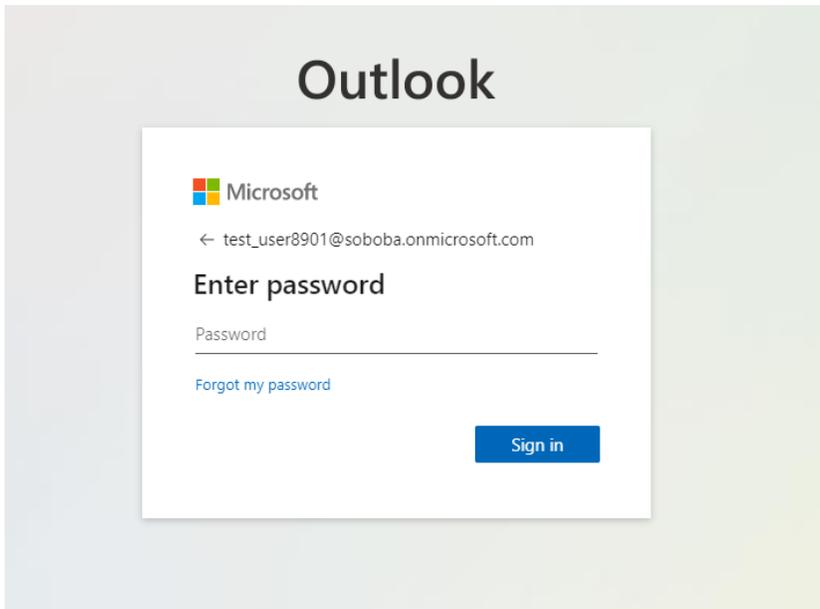


# General Use Guide: How to reset your Tribal Member email password?

1. Go to <http://outlook.microsoft.com/mail/>
2. Enter your tribal email address: ex [mmouse1234@soboba.onmicrosoft.com](mailto:mmouse1234@soboba.onmicrosoft.com)  
(**FirstInitialLastName4digitRollNumber@soboba.onmicrosoft.com**)



3. Click next then click Forgot my Password:



5. Your email should be pre-populated enter the text from the captcha and click next:

## Get back into your account

Who are you?

To recover your account, begin by entering your user ID and the characters in the picture or audio below.

User ID:

Example: user@contoso.onmicrosoft.com or user@contoso.com



Enter the characters in the picture or the words in the audio.

6. Choose either your phone or email address you entered when you registered:

## Microsoft

## Get back into your account

verification step 1 > choose a new password

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Please choose the contact method we should use for verification:

<input checked="" type="radio"/> Email my alternate email	You will receive an email containing a verification code at your alternate email address (in*****@gmail.com).
	<input type="button" value="Email"/>

7. Enter the code they email/text you:

Microsoft

## Get back into your account

verification step 1 > choose a new password

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Please choose the contact method we should use for verification:

<input checked="" type="radio"/> Email my alternate email	We've sent an email message containing a verification code to your inbox.
	<input type="text" value="Enter your verification code"/>
	<input type="button" value="Next"/>

[Cancel](#)

8. Choose a new password and click finish:

Microsoft

## Get back into your account

verification step 1 ✓ > **choose a new password**

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\* Enter new password:

Password strength

\* Confirm new password:

[Cancel](#)