

## Register your NEVCO account with Self Service Password Reset

**Step 1:** Open a browser and go to <https://aka.ms/ssprsetup>

**Step 2:** Login using your Nevco email and password

**Step 3:** The SSPR setup page will load. Click on Set them up now (see image 1)

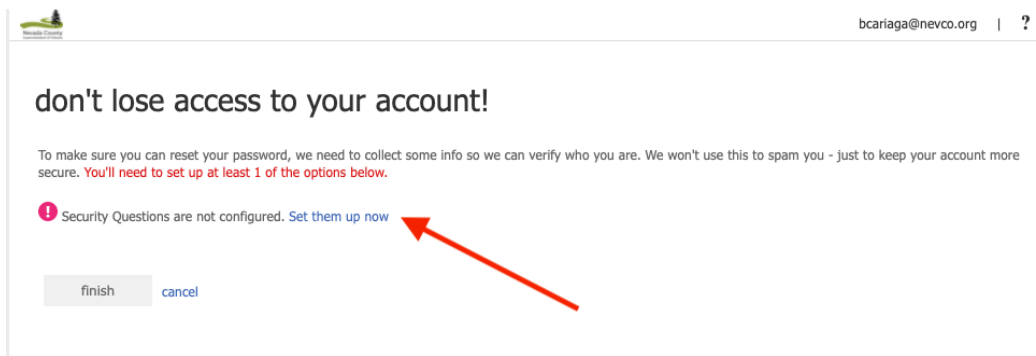
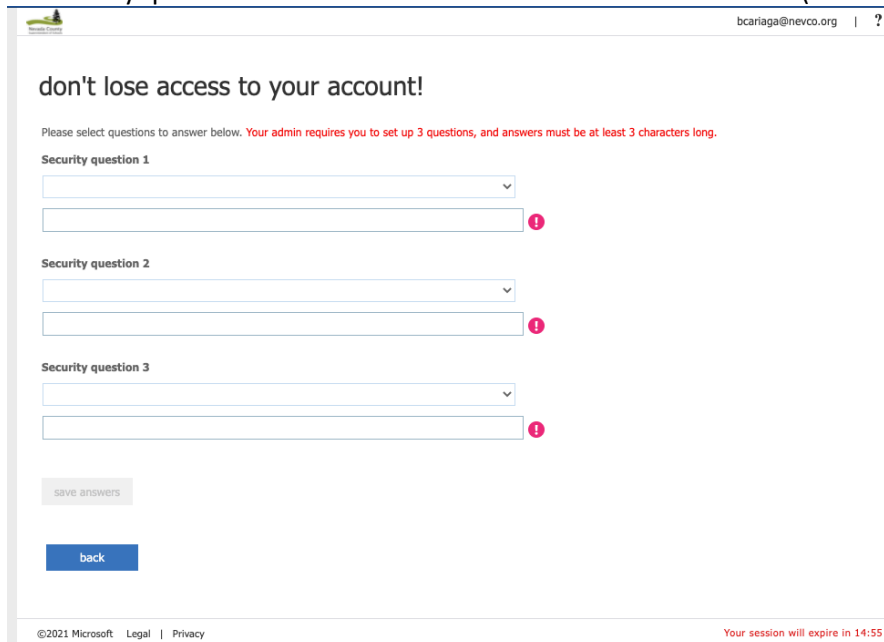


IMAGE 1

**Step 4:** Choose 3 security questions and answers. Click Save Answers when done (see image 2)



The screenshot shows the same web browser window as in Image 1, but now the "Security questions" section is visible. The page title is still "don't lose access to your account!". Below the title, there is a message: "Please select questions to answer below. Your admin requires you to set up 3 questions, and answers must be at least 3 characters long." There are three "Security question" sections, each with a dropdown menu and a text input field. Each text input field has a red information icon. At the bottom of the page, there are two buttons: "save answers" and "back". The footer of the page contains the text "©2021 Microsoft Legal | Privacy" and "Your session will expire in 14:55".

IMAGE 2

Tasks Complete! You're Done!!!