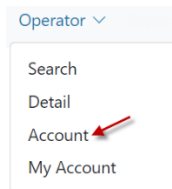


KinderConnect – Reset Password

An **Operator** who forgets his/her **Password** can click on **Forgot password?** to reset or needs to contact the Provider Administrator or the EdLink CCAP (Child Care Assistance Program) Support Center to have it **Reset**. To **Reset** a **Password**:

A Locate the **Operator** by clicking **Search** under Operator. For additional details, refer to the **Operator Search** QRC.

B Click **Account** under Operator.



C Click on the **Reset Password** checkbox.

Operator Account

Operator Name	Allen, Keenan
User Name: *	kallen
Password: *	
Secret Question: *	What is the first name of your spou:
Secret Answer: *	Johnz
PIN:	
Reset Password:	☐
Force PIN Change:	☐
Locked:	☐
Registered:	☐

- D** If you are resetting an Operator's password, type a default password in the Password field. The Operator will be forced to reset the Password during the next KinderConnect login attempt.
- E** Press **Save**. The **Operator** can now attempt to login again.

Note: All passwords will automatically expire every 90 days and must be reset.