## FIRST TIME LOGIN: SETTING UP PASSWORD & SECURITY QUESTIONS

When you are sent your username and password you will have 24 hours to log in, reset your password and set up your security questions. If you miss this 24 hour window you will need to contact your team admin user and ask them to reactivate your account.

To log in click on the link in your email and input your username and password before clicking "login".

This will bring up a page for you to choose 3 security questions.

In what city or town did your mother and father meet?	
What is the first name of the boy or girl that you first kissed?	
What is your maternal grandmothers maiden name?	
In what city did you meet your spouse/significant other?	
what is the name of your favourite childhood friend?	
What was your childhood nickname?	
In what city or town was your first job?	
What was the name of your first stuffed animal?	
In what city does your nearest sibling live?	
What is your oldest siblings middle name?	
Old Password	
C The password must be 8 characters long with no spaces, and contain at least one symbol, one upper-case and one lower-case character.	
New Password	
Confirm New Possword	
Committee Password	
	Update

Record your answers in lower case only against 3 questions. You cannot use the same answer for multiple questions and the answers cannot contain spaces. When you have answered your chosen questions you will need to input the password you were sent in the "old Password" box and then input a new password.

When you have done this click "update". This will take you back to the original Login screen where there will be a green bar confirming that your account details have been updated. You will then need to renter your username and newly created password.

theseus First	
Login (1 of 2)	
A Username	
Password	
Login	
Credentials have been changed successfully. Please log in.	
Forgot password or account locked?	

When you click login the system will ask you for random letters from one of your security questions. Now you are ready to start.