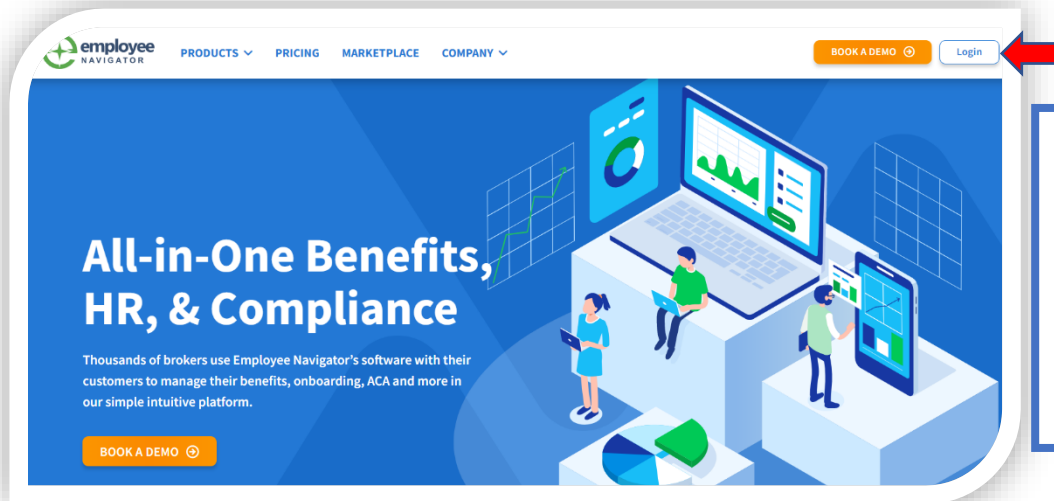


# Employee Navigator

## Recovering Password

### Step 1:



1. Go to [employeenavigator.com](https://employeenavigator.com)
2. Click **Login**, located at the top right of your screen.

### Step 2:

Click **Forgot Password?**

### Step 3:



#### Reset Forgotten Password

Enter your username below.

Password Reset instructions will be sent to the email address associated with your account within 10 minutes.

Username

Send Email

Forgot Username?

My account administrator initiated a Password Reset Request on my behalf



If there is no email address associated with your account, contact your admin, and ask them to initiate a Password Reset Request.

Once they've requested a password reset, click **My account administrator initiated a Password Reset Request on my behalf.**

### Step 4:

#### Verify Your Account Information

Enter the information below to locate your Password Reset request.

Company Identifier

First Name

Last Name

Last 4 digits of SSN/ID

Continue



Enter:

1. **Company Identifier.**
2. **First Name.**
3. **Last Name.**
4. **Last 4 digits of SSN/ID.**


Then click **Continue.**

## Step 5:

**Password Reset Request Located**

Good news ! We've verified your account information.

Click continue below to reset your password.



Click **Continue**.




## Step 6:

**Reset Password**

Welcome  Please use the form below to set a new password for your account.

**Password**

**Confirm Password**



Enter your new **Password**.

Then re-enter the same **Password**.

Click **Update Password**.

You will be brought back to the main page to log into your account.