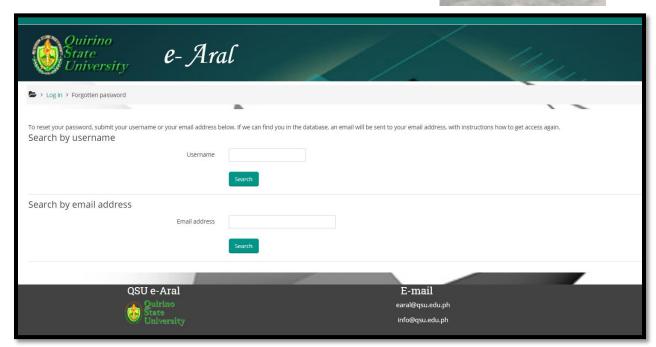


## **How to Reset Password?**



1. In the Log- In Page, Click Forgotten username or password

Forgotten your username or password?



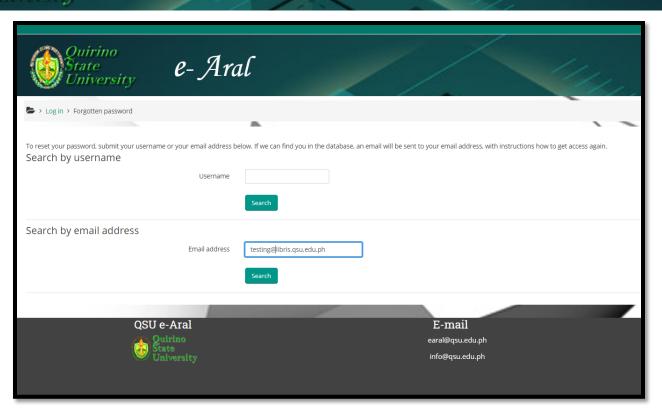
2. Type your username at the username box Username

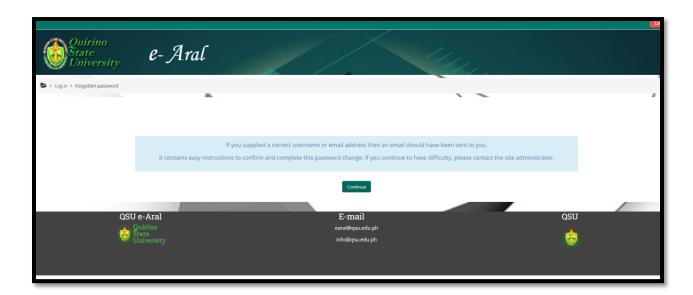
or your email at the Email Address Box

Email address

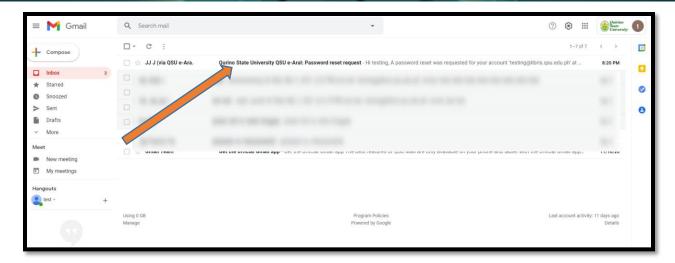
testing@libris.qsu.edu.ph

, then click Search.

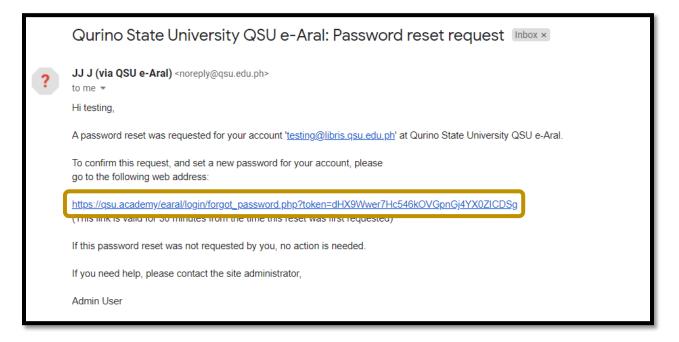




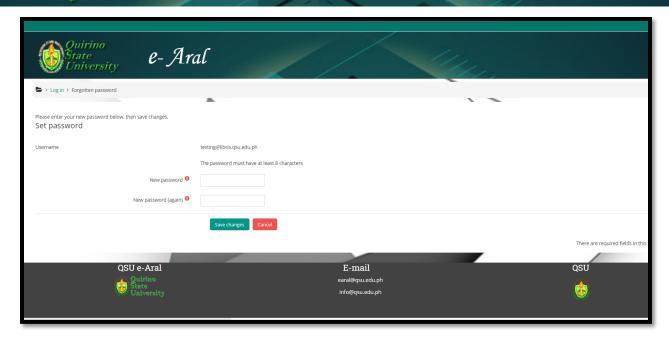
- 3. After typing needed information, an email will be sent about **resetting password**.
- 4. Log-in to the given university email (e.g <u>juan.delacruz@qsu.edu.ph/</u> <u>juan.delacruz@libris.qsu.edu.ph</u>) and check the email.



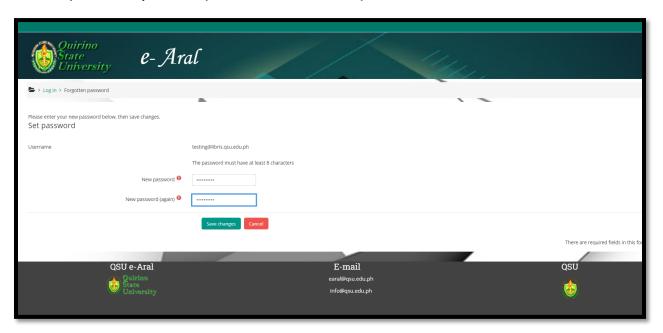
5. Open the mail with the subject Password reset request Qurino State University QSU e-Aral: Password reset request



6. **Click on the link attached to the email** to be redirected to the setting of password.

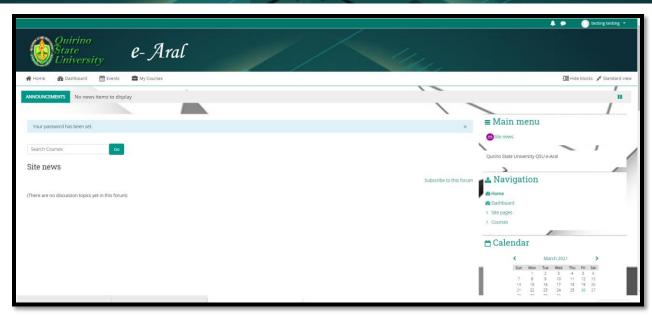


7. Input desired password (minimum of 8 characters).



8. Click Save changes.

## e- Aral



9. User will be redirected to their **e-Aral accounts**.