TIPS *and* IDEAS

Resetting Passwords

There are two options to begin the reset-password process.

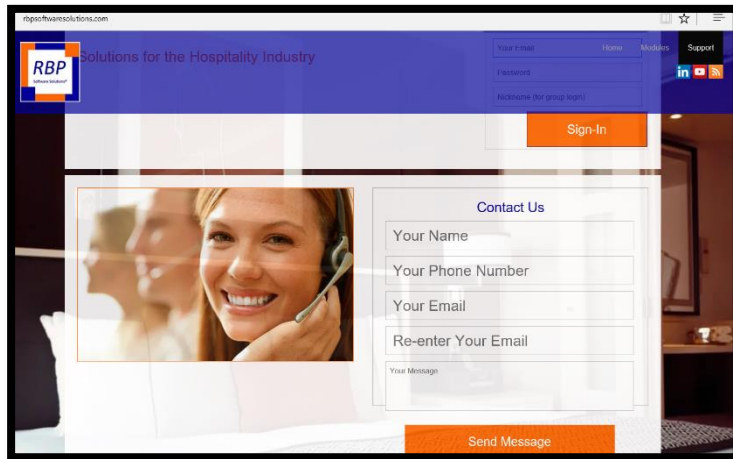## Best Practices

Option 1: Request to Reset Your Password

Select the 'Support Tab' on www.rbpsoftwaresolutions.com

In the Contact Us form, Enter Name, Number, Email, Confirm Email. In the Message, type "Reset Password." Select 'Send Message' to submit the form.

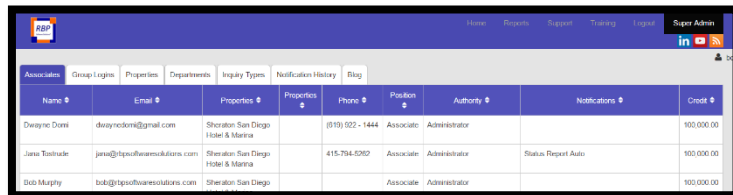RBP's customer service will receive your request and send you a secure link to reset your password.

Option 2: Send a Secure Reset-Password Link to an Associate

When Logged Into the System, you can begin the Reset Password Sequence for an Associate by selecting the 'Admin' tab within the system on www.rbpsoftwaresolutions.com.

Select associate profile by clicking on their name.

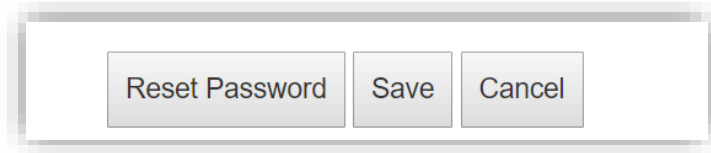Scroll to the bottom of their profile and select Reset Password.

Click Reset. The Associate will receive an email with reset instructions.

The associate will receive an email to click the link and reset their password through that link.

To reset your password on RBP Software Solutions, click on the following link or copy and past the link into your web brow

http://www.rbpsoftwaresolutions.com/associate/pwres?xcode=5857ecb1-325b-c638-89ea-7514ec893913

Support: 415-794-5262
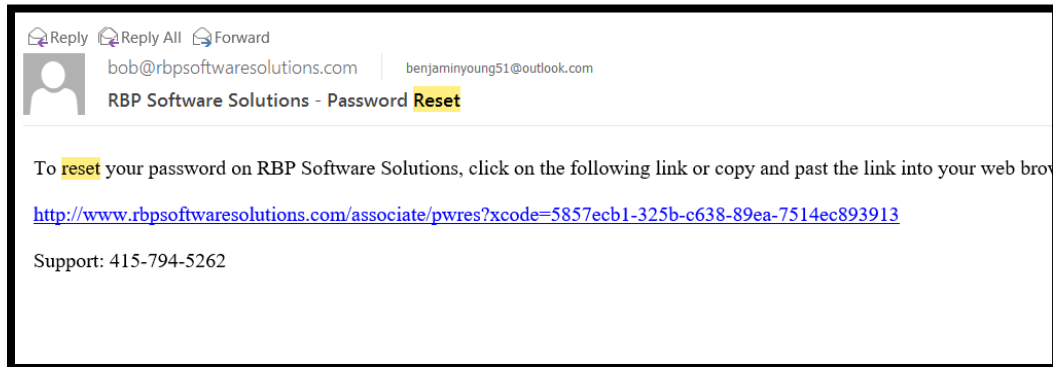
Connect with Us

If you need further assistance, please connect with us.

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