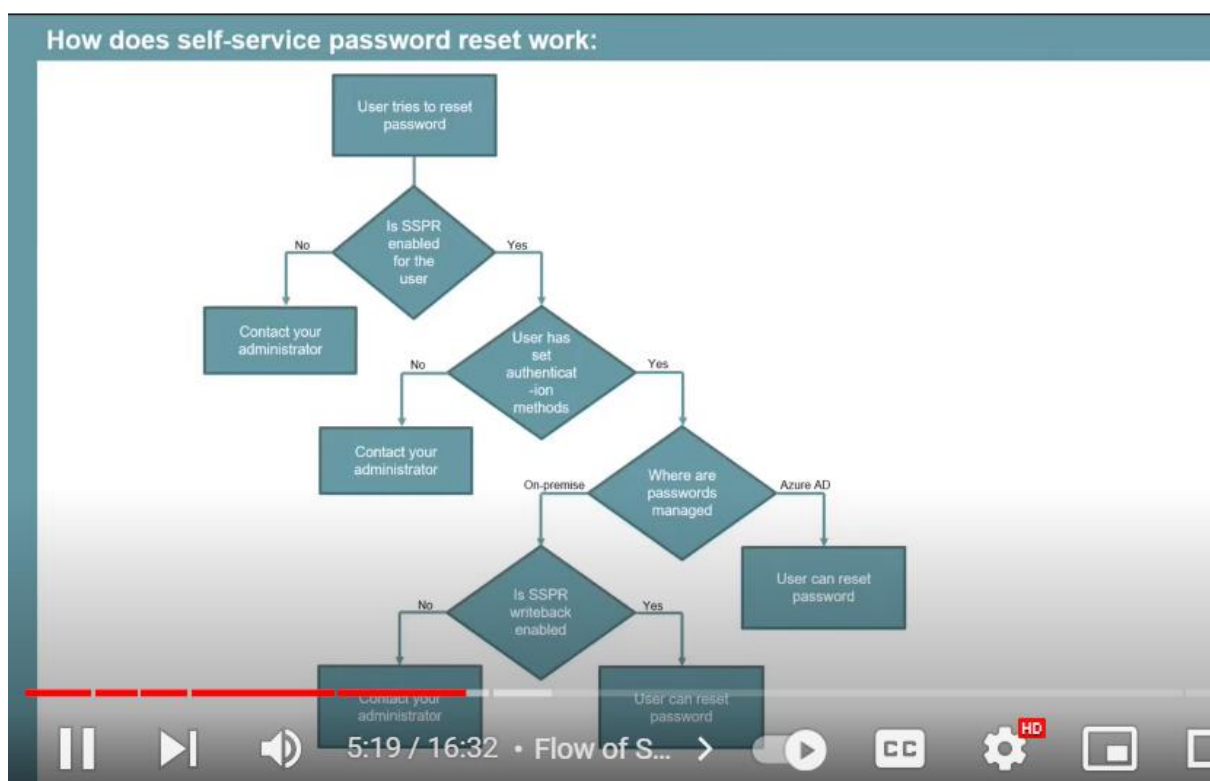


# Self-Service Password Reset (SSPR)

Self Service Password Reset gives users the ability to change or reset their password with no administrator involvement.

Azure Active Directory Premium P1 License is required to setup Self Service Password Reset.

## How Do Self Service Password Reset Works?



## Steps for Setting up Self Service Password Reset:

Step 1: Go to Azure Active Directory→Users→Password Reset→Properties→Enable Self Service Password Reset for all users or for the selected ones.

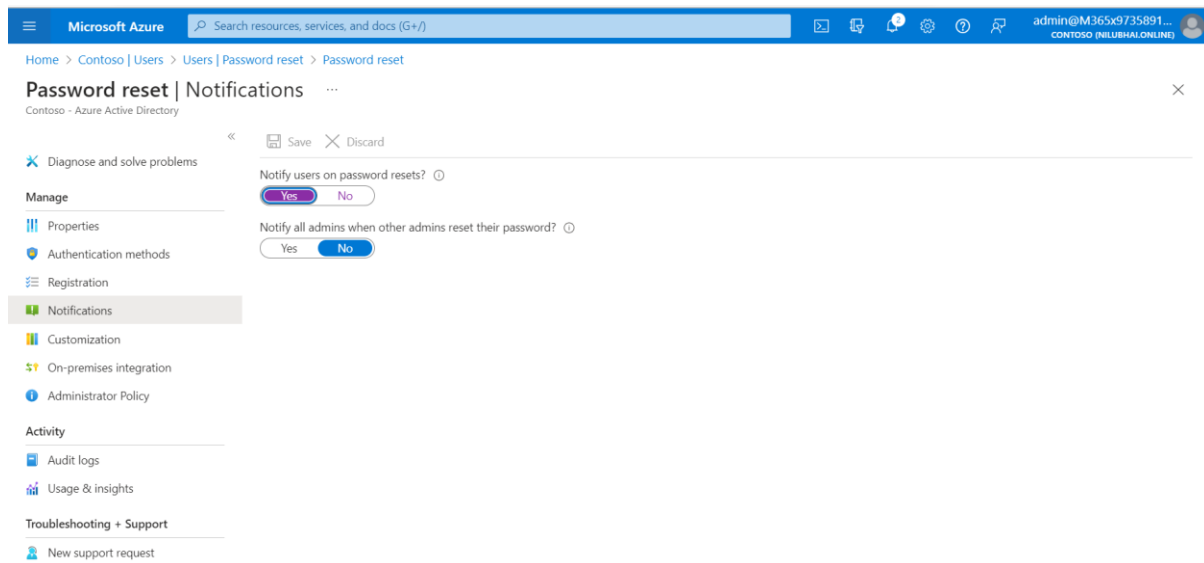
## Step 2: Under the Password Reset Section select the type of Authentication method.

The screenshot shows the Microsoft Azure portal interface. The top navigation bar includes the Microsoft Azure logo, a search bar, and various icons. The breadcrumb trail is: Home > Contoso | Users > Users | Password reset > Password reset. The main heading is 'Password reset | Authentication methods'. Below this, there's a sub-heading 'Contoso - Azure Active Directory'. The left sidebar contains a 'Manage' section with options: Properties, Authentication methods (selected), Registration, Notifications, Customization, On-premises integration, and Administrator Policy. The main content area shows a 'Number of methods required to reset' slider set to 1. Below this, there's a section 'Methods available to users' with checkboxes for: Mobile app notification, Mobile app code, Email, Mobile phone (checked), Office phone, and Security questions. A blue information box at the top of the main content area states: 'Authentication Methods for SSPR and Signin can now be managed in one converged policy. [Learn more](#)'.

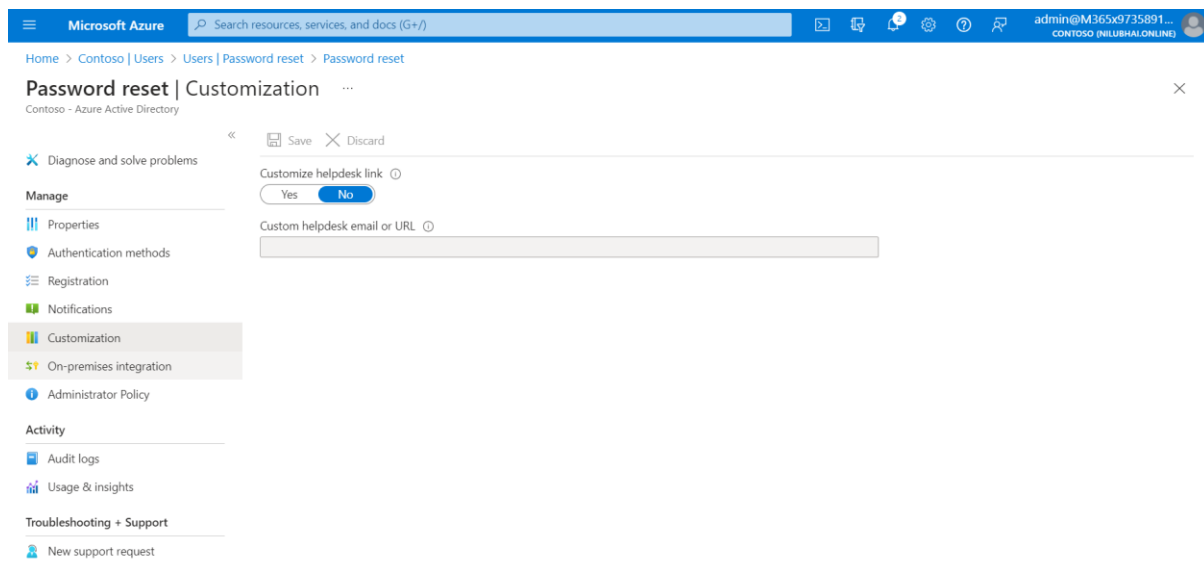
## In Registration you can re-authenticate the users by setting up the number of days to validate.

The screenshot shows the Microsoft Azure portal interface. The top navigation bar includes the Microsoft Azure logo, a search bar, and various icons. The breadcrumb trail is: Home > Contoso | Users > Users | Password reset > Password reset. The main heading is 'Password reset | Registration'. Below this, there's a sub-heading 'Contoso - Azure Active Directory'. The left sidebar contains a 'Manage' section with options: Properties, Authentication methods, Registration (selected), Notifications, Customization, On-premises integration, and Administrator Policy. The main content area shows a 'Require users to register when signing in?' toggle set to 'Yes'. Below this, there's a field 'Number of days before users are asked to re-confirm their authentication information' with the value 180. A blue information box at the bottom of the main content area states: 'These settings only apply to end users in your organization. Admins are always enabled for self-service password reset and are required to use two authentication methods to reset their password. [Click here to learn more about administrator password policies.](#)'.

You can also select whether the users should be notify if the password has been changed.



You can customize the helpdesk link for the users



After that logon to portal.office.com try to login with that particular user and verify the type of Authentication after try to reset the password.

