#### PASSWORD RESET

- 1. If you have forgotten your password, you can reset it via the following methods:
  - a) password reset through email,
  - b) password reset using security questions,
  - c) request password reset via "Student Password Reset Form" or contact your School-based Helpline, or
  - d) Call SLS Helpdesk
- 2. Get Temporary Access to SLS

If you need to login to the SLS during class and have forgotten your password, your teacher can generate a 10-Hour Temporary Password (10HTP). The 10HTP only allows you to access the Assignments and MOE Library. It does not allow you to reset your password or change other details in your Profile.

This is only a temporary solution. If you have forgotten your password, you should try to reset it by following the steps above (a to d)

3. If you have forgotten your MIMS password, you may approach your Form Teacher for assistance or go to <a href="https://go.gov.sg/studentpasswordresetform">https://go.gov.sg/studentpasswordresetform</a>

#### **Password Reset through Email**

Note: You can only do this if you have previously set a verified password reset email address.

- 4. Perform the following steps to reset password using **Password Reset through Email:** 
  - a) Click the "Forgot Password" link at the login page (refer to Fig. 2a).

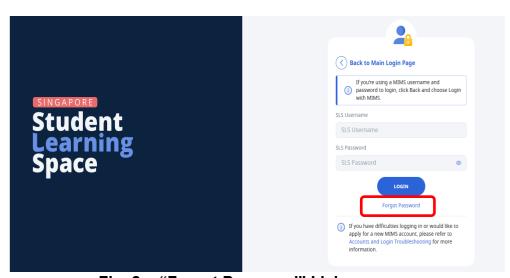


Fig. 2a: "Forgot Password" Link

b) You will need to enter your SLS username and click **Submit** (refer to Fig. 2b)

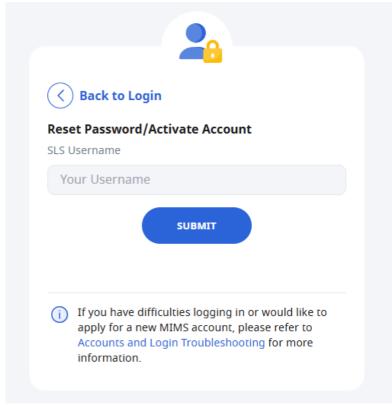


Fig. 2b: "Enter Your SLS Username" Page

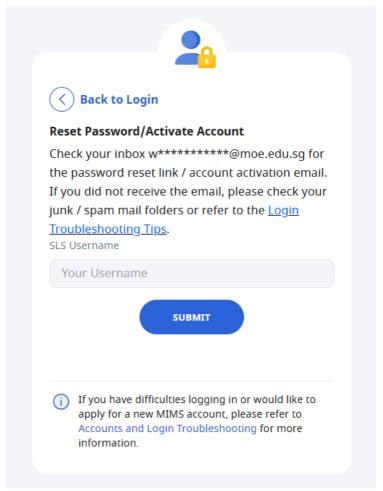
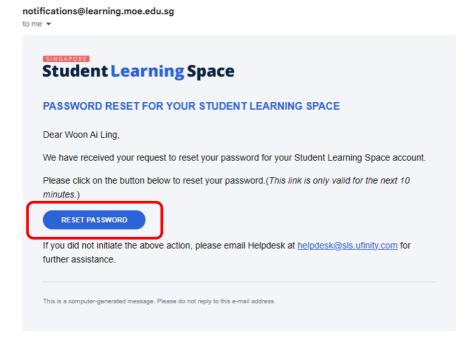


Fig. 2c: "Password Reset Link via Email"

c) An email with the password reset link will be sent to your email address (refer to **Fig. 2d**). Click the reset password link in the email to bring you to the **Reset Password** Page. The link is valid for 10 minutes.



- d) On the **Reset Password** page, enter a new password. You will need to enter the new password twice to confirm that you have entered it correctly. Then click **Submit**.
- e) If your password was successfully reset, you will be brought to the main login page.

### **Password Reset Using Security Questions**

Note: You will be prompted only if you have NOT set a verified alternative email. Otherwise, you will be brought directly to the Security Questions page.

- 5. Perform the following steps to reset password reset by using **Security Questions:** 
  - a) Click the "Forgot Password" button at the login page (refer to Fig. 3a).

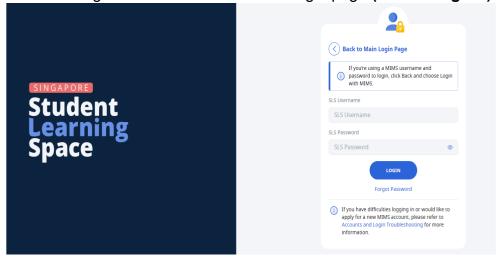


Fig. 3a: "Forgot Password" Link

b) You will need to enter your username (refer to Fig. 3b).

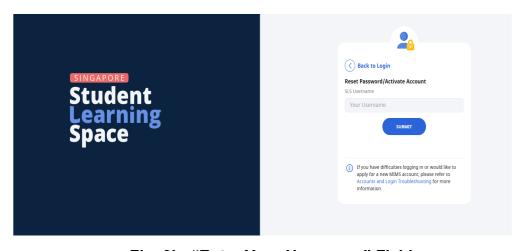


Fig. 3b: "Enter Your Username" Field

c) In the **Security Questions** page, key in the answers to the security questions. Please note that the answers are case-sensitive. Click **Submit**.

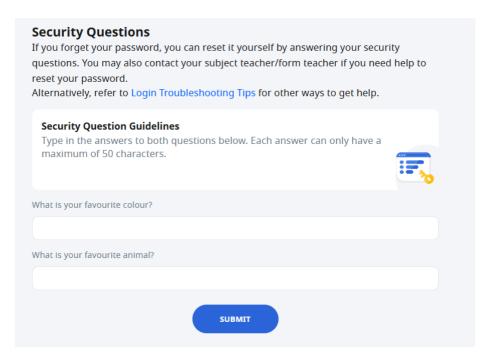


Fig. 3d: "Security Questions" Page

d) If you have answered the security questions correctly, you will be brought to the **Reset Password** page (**refer to Fig. 3e**). You will need to enter the new password twice to confirm that you have entered it correctly. Then click **Submit**.

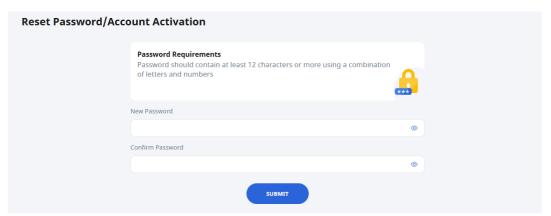


Fig. 3e: "Reset Password" Page

e) If your password was successfully reset, you will be brought to the SLS login page.

f) If you have answered the questions incorrectly, you will be brought to the Password Reset Unsuccessful page (refer to Fig. 3f). Click on the Retry button to try again. You can attempt up to 6 times before your account is locked for security reasons.

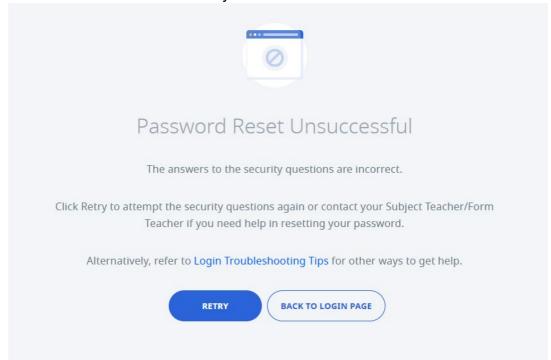


Fig. 3f: "Password Reset Unsuccessful" Page

#### **School-based Helpline**

- 6. You can contact school helpline to speak to our SLS Administrator at 67634812 or go to our <a href="https://go.gov.sg/studentpasswordresetform">https://go.gov.sg/studentpasswordresetform</a> to submit a password reset form.
- 7. You can call SLS Helpdesk to reset your password. You will need to answer the security questions to verify that you are the legitimate account holder.

#### **SLS Helpdesk**

8. You can call SLS Helpdesk to reset your password. You will need to answer the security questions to verify that you are the legitimate account holder.

Tel: (65) 6702 6513

#### **Operating Hours**

Mondays — Fridays: 9:00 am — 9:00 pm

Saturdays: 9:00 am — 3:00 pm

\*Closed on Sundays & Public Holidays

#### FREQUENTLY ASKED QUESTIONS

#### Q1: I have forgotten my password. What should I do?

Please refer to paragraphs 10-15 in PART A.

#### Q2: I have forgotten my username. What should I do?

#### SLS User ID in the following format:

Username is a combination of the first five characters of your name and the last four digits (plus the letter) of your NRIC.

Example:

BRIAN WAN, T1234567Z (SLS UserID = BRIAN4567Z) SITI AMINAH, T88889999A (SLS UserID = SITIA9999A)

#### MIMS Login ID:

Username is their Student ICON email address

Password: MIMS password

#### Q3: My account has been locked. What should I do?

Your account will be locked after <u>6 consecutive</u> attempts to log in with an incorrect password.

Please call the SLS Helpdesk to unlock your account. You will need to answer the security questions to verify that you are the legitimate account holder.

Tel: (65) 6702 6513

#### **Operating Hours**

Mondays — Fridays: 9:00 am — 9:00 pm

Saturdays: 9:00 am — 3:00 pm

\*Closed on Sundays & Public Holidays

# Q4 : I used the "Password Reset through Email" but I cannot find my password reset email. What can I do?

If you cannot see the email in your inbox, it may be in the spam or junk email folder.

Note: The URL in the email will expire within 10 minutes. If the URL has expired, go to the login page and select "Forgot Password" to try again.

#### Q5: Can I change the answer SLS security questions?

Yes you can.

## **Q6: What are the Operating System and Browser Requirements for SLS**

The Student Learning Space (SLS) is accessible through internet browsers on Windows Pc, MAC, tablets and mobile devices. The recommended operating systems can be found at <a href="https://go.gov.sg/slsosbrowserrequirements">https://go.gov.sg/slsosbrowserrequirements</a>

Operating System	Browsers	
Microsoft Windows 10	Google Chrome 128 and later Microsoft Edge 128 and later	
Mac OS 13 and later	Safari 17 and later Google Chrome 128 and later	
iPadOS 17 and later	Safari 17 and later Google Chrome 128 and later	
iOS 17 and later	Safari 17 and later Google Chrome 128 and later	
Android 13 and later	Google Chrome 128 and later	
ChromeOS 128 and later	Google Chrome 128 and later	