Steps to reset AD user ID and Register Mobile Number for MFA
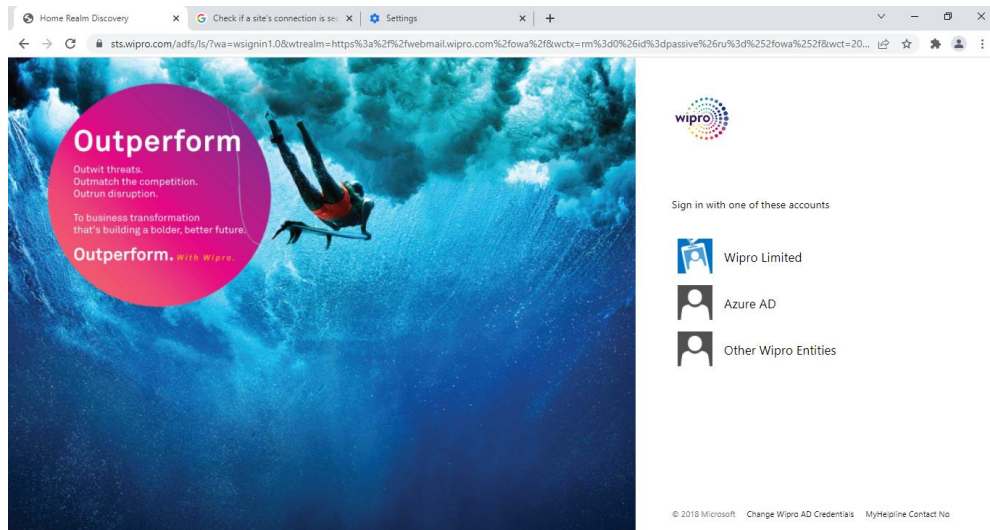
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Steps to reset your User login ID password

1) Make sure you are connected to good internet connectivity

2) Open Google Chrome and type https://webmail.wipro.com/owa . Below window will appear.

3) Need to select Wipro Limited

4) Now enter your user id ADID@wipro.com along with Default password in the below window.
   [Sample User ID : KA48677T
   Default password is First 2 letter (lower case) of User Id Followed By "@WL"
   Followed By 12345 (eg: "If Your User ID is KA48677T and Password is ka@WL12345)]

5) Enter AD id@wipro.com ,default password, new password and confirmed new password in Update password window as per below window and click on Submit

Update Password

You must update your password because your password has expired.

| KA48677T@wipro.com |
| ·········· |
| ··········· |
| ··········· |

Submit   **Cancel**

6) Enter your user id ADID@wipro.com and new password, then click on Sign in

Sign in

| KA48677T@wipro.com |

| ··········· |

Sign in

Have you been locked out of your account? Need to reset your password? Simply go to https://accountservices.wipro.com to unlock, change/reset your password.

7) You will get below window, please ignore this and window close.

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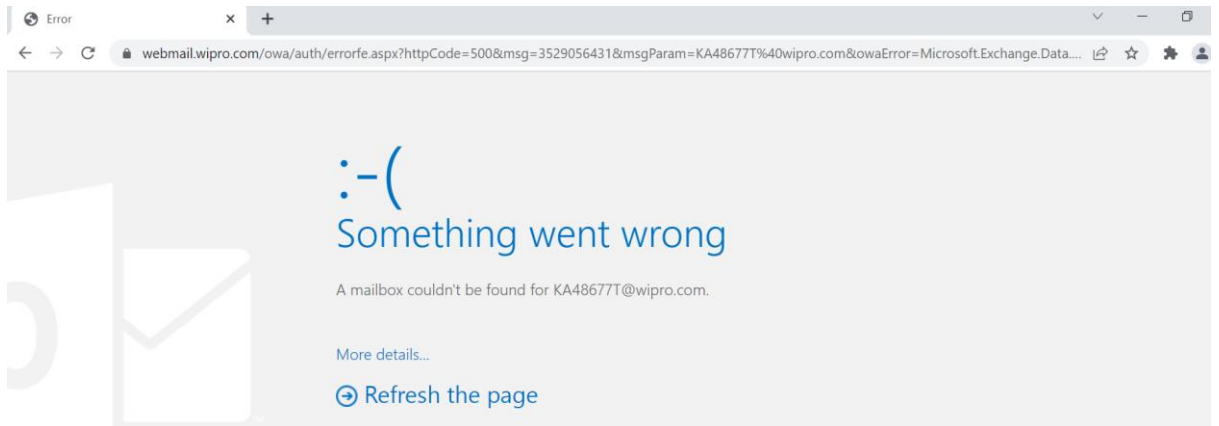
Register your Mobile Number for MFA to receive OTP

Access URL https://aka.ms/mfasetup and enter user id ADID@wipro.com click Next

Enter password and click Sign in

Step 3: click Next
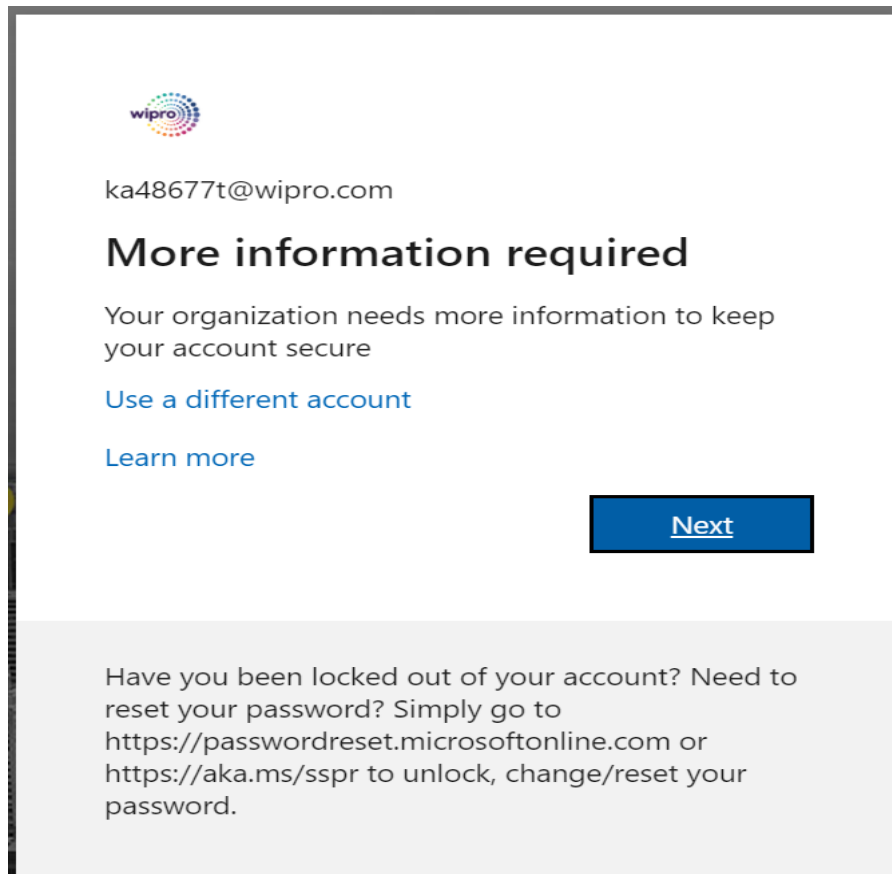
For Multi Factor Authentication Click on <u>I want to set up a different method</u> [Don't click on Next]. Then select Phone method and click on confirm [Don't select Authenticator App]
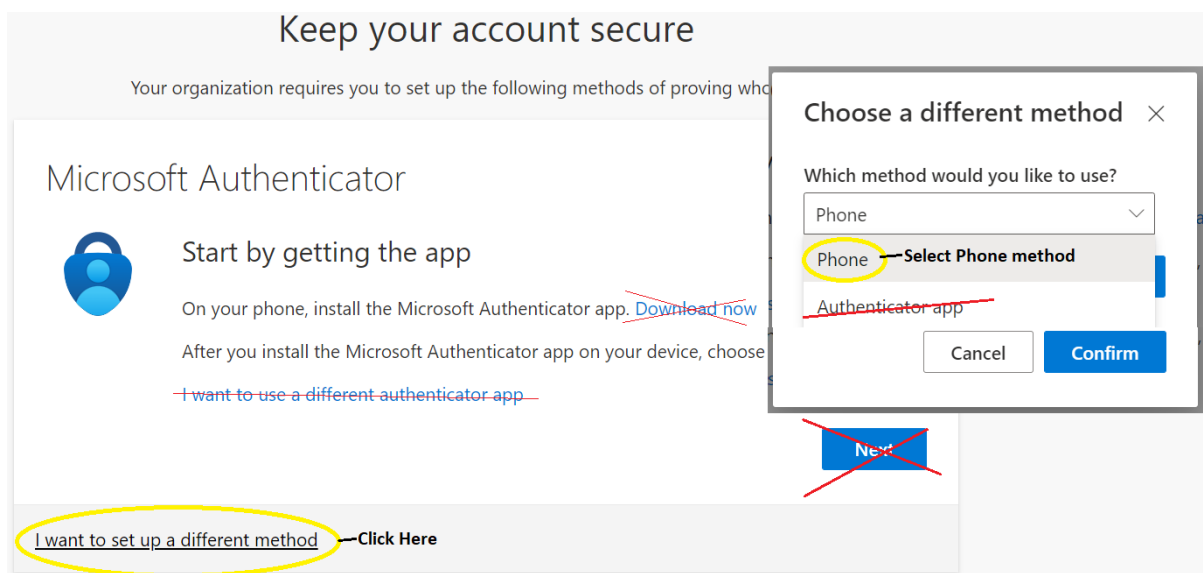
Select Country code and enter your mobile number to receive OTP to authenticate login, then click Next

Keep your account secure

Your organization requires you to set up the following methods of proving who you are.

Phone

You can prove who you are by answering a call on your phone or texting a code to your phone.

What phone number would you like to use?

India (+91) ⌄	9745627869

⦿ Text me a code

◯ Call me

Message and data rates may apply. Choosing Next means that you agree to the Terms of service and Privacy and cookies statement.

Next

I want to set up a different method

Enter a 6 digit code which you received in your mobile and click on Next

Phone

We just sent a 6 digit code to +91 **9745627869**. Enter the code below.

970336

Resend code

Back   **Next**

I want to set up a different method

You will get the below window and then click on **Next**

Click on **Done**

You will get below window.
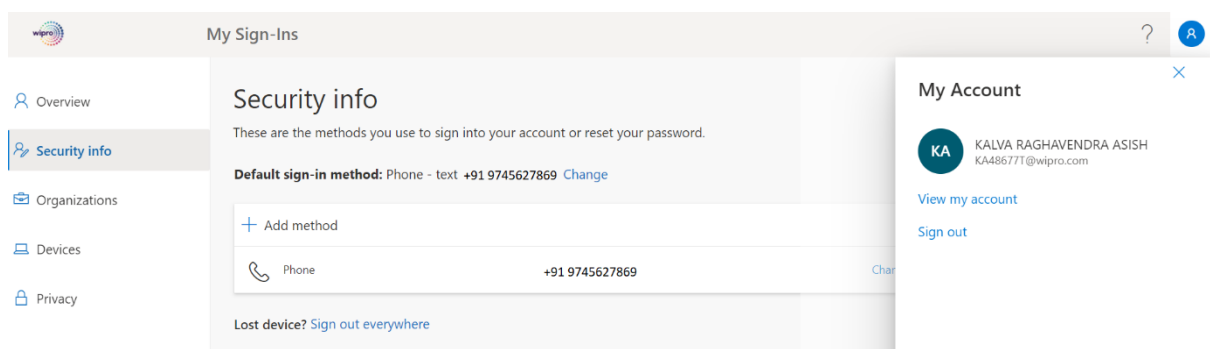
Then you can use your new credential to access wipro remote lab through Citrix Workspace.

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Steps to change password if Required– [Frequent password reset not recommended]

Get back into your account

Who are you?

To recover your account, begin by entering your email or username and the characters in the picture or audio below.

Email or Username: *

KA48677T@wipro.com

Example: user@contoso.onmicrosoft.com or user@contoso.com

WyH4

Enter the characters in the picture or the words in the audio. *

Next   Cancel

Get back into your account

Why are you having trouble signing in?

🔘 I forgot my password

No worries, we'll help you to reset your password using the security info you registered with us.

⚪ I know my password, but still can't sign in

This might happen because you tried signing in with an incorrect password too many times.
If you choose this option, you'll keep your existing password and we'll unlock your account so you can sign in again.

Next   Cancel

Get back into your account

verification step 1 > choose a new password

Please choose the contact method we should use for verification:

- ● Text my mobile phone
- ○ Call my mobile phone

In order to protect your account, we need you to enter your complete mobile phone number (************ ,]) below. You will then receive a text message with a verification code which can be used to reset your password.

9745627869

Text

Get back into your account

verification step 1 > choose a new password

Please choose the contact method we should use for verification:

- ● Text my mobile phone
- ○ Call my mobile phone

We've sent you a text message containing a verification code to your phone.

558085

Next   Try again   Contact your administrator

Get back into your account

verification step 1 ✓ > **choose a new password**

* Enter new password:

| ·········· |

* Confirm new password:

| ·········· |

Finish   Cancel

Microsoft Online Password Reset ✕   +

← → C 🔒 passwordreset.microsoftonline.com/Done.aspx

Get back into your account
✅ Your password has been reset

Unlock AD user account

Get back into your account

Why are you having trouble signing in?

○ I forgot my password

No worries, we'll help you to reset your password using the security info you registered with us.

● I know my password, but still can't sign in

This might happen because you tried signing in with an incorrect password too many times.
If you choose this option, you'll keep your existing password and we'll unlock your account so you can sign in again.

[Next] Cancel

Get back into your account

verification step 1 > choose a new password

Please choose the contact method we should use for verification:

● Text my mobile phone

○ Call my mobile phone

In order to protect your account, we need you to enter your complete mobile phone number (************.˙) below. You will then receive a text message with a verification code which can be used to reset your password.

9745627869

[Text]

Get back into your account

verification step 1 > choose a new password

Please choose the contact method we should use for verification:

● Text my mobile phone	We've sent you a text message containing a verification code to your phone.
○ Call my mobile phone	

558085

Next   Try again   Contact your administrator

Get back into your account
✅ Your account has been unlocked

Thank you