

Setting up your password reset for myPHSC

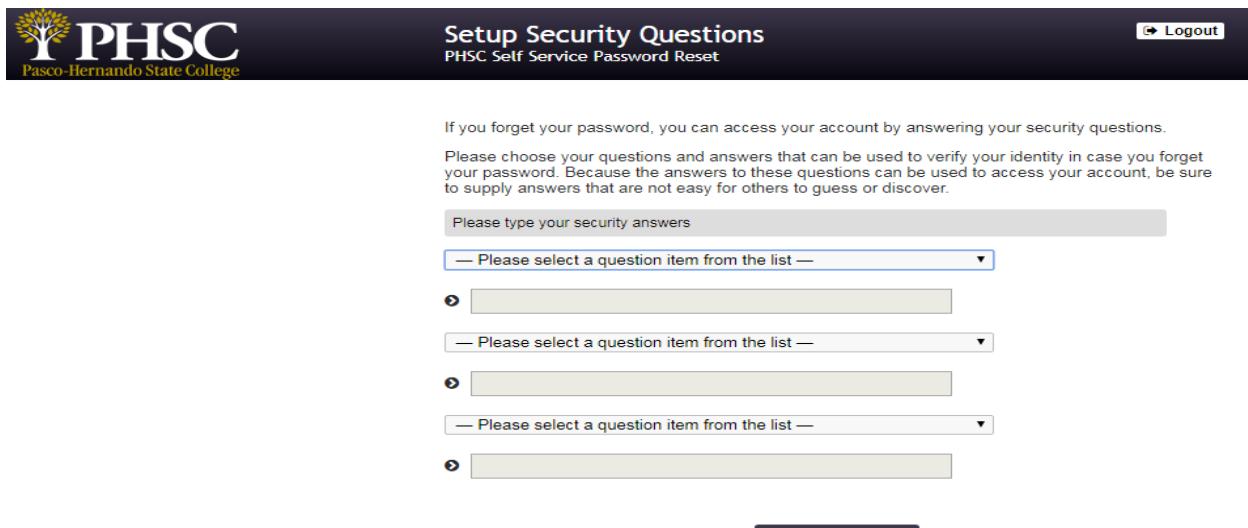
To access the SSPR:

Go to <https://mysspr.phsc.edu> and login with your current myPHSC Login ID and password.



To setup your security questions and responses:

- If you have never setup your security questions, you will be taken to the page to setup your security questions and responses.



Once you set up the three (3) security questions and responses you click on Save Answers.



Setup Security Questions
PHSC Self Service Password Reset [Logout](#)

If you forget your password, you can access your account by answering your security questions.

Please choose your questions and answers that can be used to verify your identity in case you forget your password. Because the answers to these questions can be used to access your account, be sure to supply answers that are not easy for others to guess or discover.

Your answers meet the requirements. Click Save Answers when ready.

What is the name of your favorite pet? 

What is your partner's nickname? 

What city / town were you born in? 

[Save Answers](#)

The next step requires you to confirm your responses. You must Confirm your information in order for the information to be saved in the SSPR.



Confirm Security Questions
PHSC Self Service Password Reset [Logout](#)

Be sure your answers and questions are correct. Check the spelling and punctuation. If you are unable to remember your password, you will be able to access your account by supplying the answers to these security questions.

What is the name of your favorite pet?

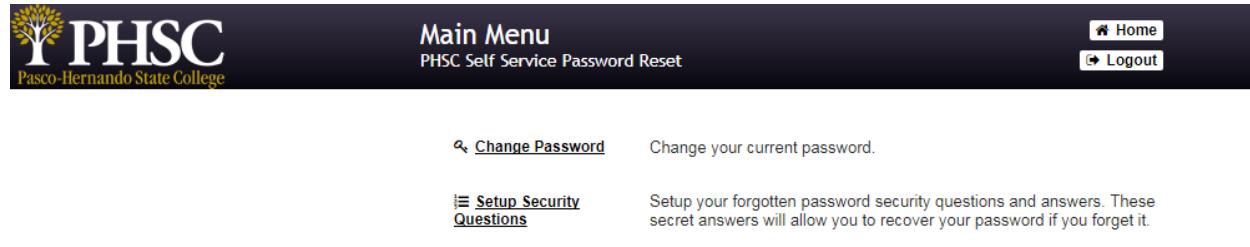
What is your partner's nickname?

What city / town were you born in?

[✓ Confirm Security Answers](#) [◀ Go Back](#)

You can then click Continue to go back to the Home Page.

- If you have setup your security questions and would like to modify them, after you login you will select Setup Security Questions in the menu.



The screenshot shows the PHSC Self Service Password Reset Main Menu. At the top, there is a logo for Pasco-Hernando State College (PHSC) featuring a stylized tree. The menu title is "Main Menu" and the subtitle is "PHSC Self Service Password Reset". On the right side of the menu, there are two buttons: "Home" and "Logout". Below the menu, there are two main options: "Change Password" and "Setup Security Questions". The "Change Password" option is described as "Change your current password." and the "Setup Security Questions" option is described as "Setup your forgotten password security questions and answers. These secret answers will allow you to recover your password if you forget it."

Link	Description
Change Password	Change your current password.
Setup Security Questions	Setup your forgotten password security questions and answers. These secret answers will allow you to recover your password if you forget it.

We also suggest that you change your password to ensure your PHSC account is secure. You can change your password by clicking on Change Password from the Main menu after logging in. You will need to change your password every 60 days.

Once your security questions and responses are setup, you will be able to use the Forgot password function to reset your password. To do this:

- Select the Forgot Password link on the login page and the follow the directions.
- Answer your secret question using the information you provided when first setting up your account.