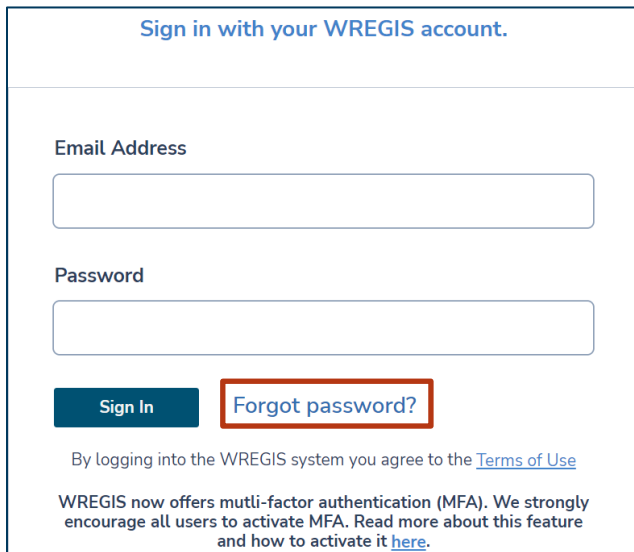


WREGIS users can reset their passwords at any time. Since WREGIS and M-RETS use the same user profiles, resetting the password in one system will reset it on the other. If you have trouble resetting your password, contact the WREGIS Helpdesk (wregishelp@wecc.org) for assistance.

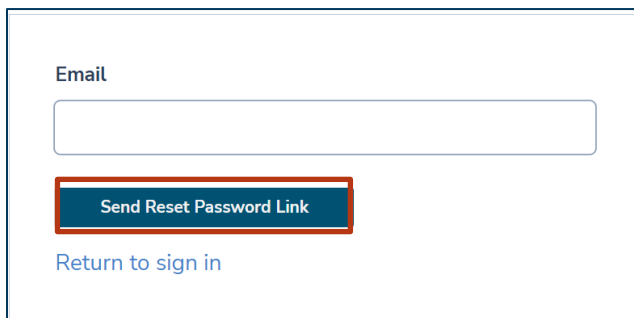
To reset your password—

1. Click **Forgot Password** on the login screen.



The screenshot shows the WREGIS login interface. At the top, it says "Sign in with your WREGIS account." Below this are two input fields: "Email Address" and "Password". Under the "Password" field, there are two buttons: "Sign In" and "Forgot password?". The "Forgot password?" button is highlighted with a red box. Below the buttons, there is a line of text: "By logging into the WREGIS system you agree to the [Terms of Use](#)". At the bottom, there is a paragraph: "WREGIS now offers multi-factor authentication (MFA). We strongly encourage all users to activate MFA. Read more about this feature and how to activate it [here](#)."

2. Type your email address and click **Send Reset Password Link**.



The screenshot shows the WREGIS password reset interface. It features a single input field labeled "Email". Below the input field is a button labeled "Send Reset Password Link", which is highlighted with a red box. At the bottom of the form, there is a link that says "Return to sign in".

3. Open the email sent by the system and click **Change my password**.
4. Enter a new password of at least 12 characters and click **Set New Password**.



The screenshot shows a web form for resetting a password. At the top is the WECC logo, which consists of a stylized 'W' with a mountain peak and the letters 'WECC' in a blue sans-serif font. Below the logo is the heading 'Enter a New Password' in a light blue font. Underneath is a text input field labeled 'Password' containing 12 black dots. Below the input field is the text 'Passwords must be at least 12 characters.' At the bottom of the form is a blue button with the text 'Set New Password' in white. The button is highlighted with a red rectangular border.

5. Return to the login screen; you may now log in using your updated password.