## Resetting or Changing Your ILL Account Password

If you've forgotten the password for your ILL account, and you have an email address on file, you may reset your password by following the steps below. Please contact the library for help if you do not have an email address registered for your ILL account. If you know your password but just want to change it, begin at step 4.

1.) On the ILL login page click on Forgot Your Password?

Please lo	og in with your Library Car	d Number and password.
	Library Card Number	
		This field is required
	Password	
$\mathbf{N}$		This field is required
$\mathbf{N}$	Remember Me	
Forgot your p	assword?	Register for a new account
For more info	rmation on the ILL service please see t	these ILL Tips.
Please see o	ur new Purchase Suggestion form if yo	ou'd like to recommend that the library add an item to its collection

2.) Enter your card number and then click on **Reset Password**.

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Please enter yo our records. If y	ur Library Card Number and we will send you a new password to the email address ou do not provide an email address, please contact the ILL staff in order to reset you
password.	Library Card Number
<b>.</b> .	The field is required
Reset Password	

- 3.) You will receive an email with a new, temporary password. Log in with this password (you may cut/paste it into the field). You will also need it to change the password later on.
- 4.) Once you are logged in, go to the Account dropdown and click on Account Details.

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	Home Request - History Account - Questions
	Account Details
t	Logged in as 5000002594249
	Logout
y Lo ed to	n site. You may submit your requests for ILLs on this site or see our new Purchase Suggestion form if you on the he library's collection.

5.) On the right hand side of this screen is a section where you are able to change the password. Enter the information and then click **Change Password.** 

	Old Password	
~	New Password	
	Confirm New Password	
	Change Password	

6.) A confirmation message will appear underneath the button if the password was successfully changed.

[	Change Password	]
	Password has been o	changed.