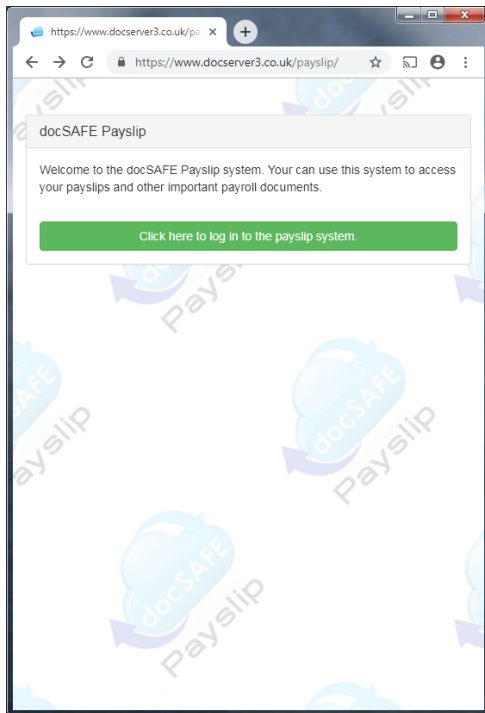
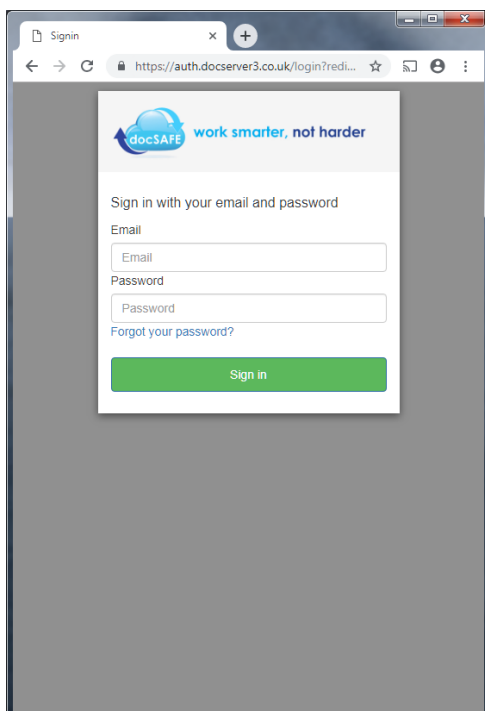


docSAFE Payslip system – Forgotten password process

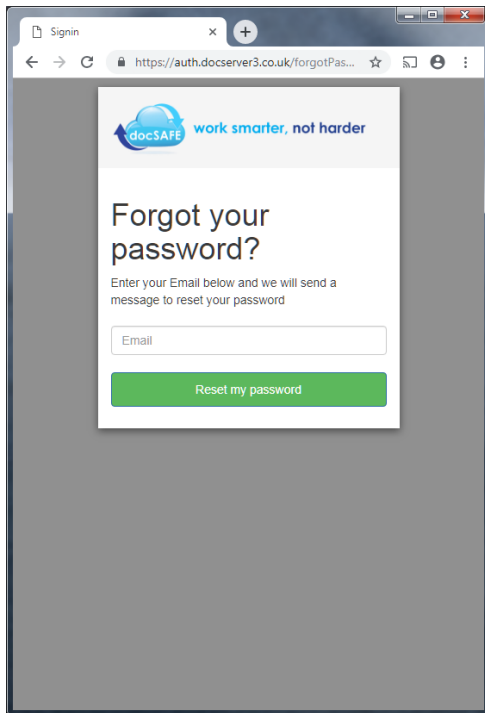
Navigate your browser to <https://www.docserver3.co.uk/payslip> ...



Then click on the green button ...

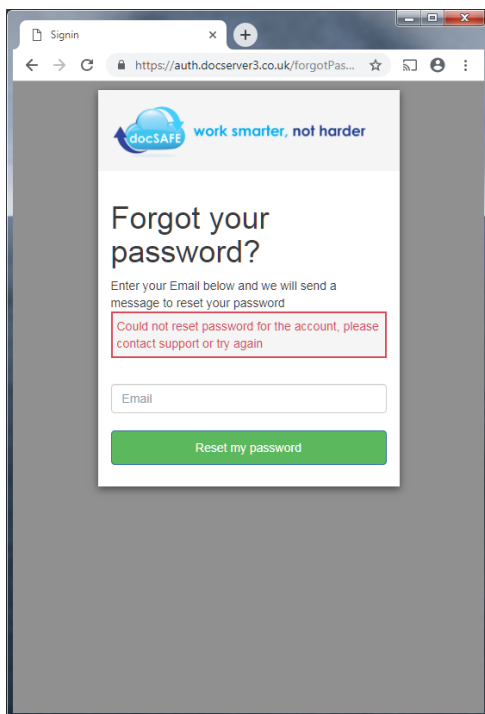


Click on the blue link “Forgot your password?” ...

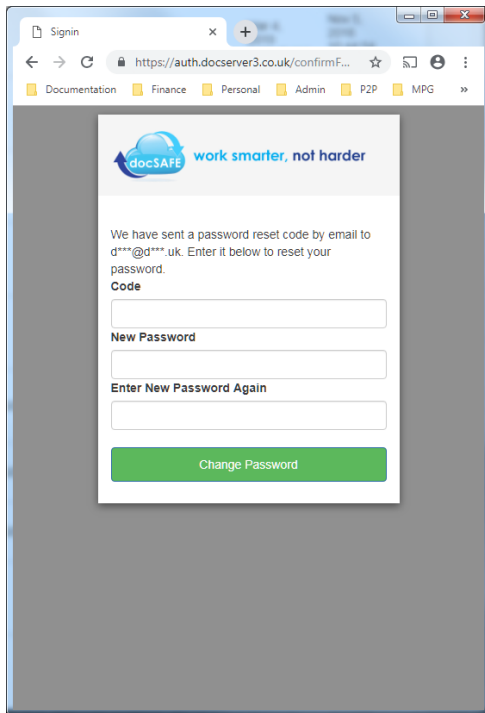


Type you email address (in lowercase) then press the green button ...

If you type your email address incorrectly you will get the following screen ...



If you type your email address correctly then a confirmation code will be sent to your email address and then following screen will be displayed, allowing you to change your password ...



The screenshot shows a web browser window with the following elements:

- Browser title: Signin
- Address bar: <https://auth.docserver3.co.uk/confirmF...>
- Navigation icons: Back, Forward, Refresh, Home, Search, and Menu.
- Document navigation: Documentation, Finance, Personal, Admin, P2P, MPG, and a right arrow.
- Header: docSAFE logo and the slogan "work smarter, not harder".
- Message: "We have sent a password reset code by email to d***@d***.uk. Enter it below to reset your password."
- Form fields:
 - Code**: A text input field.
 - New Password**: A text input field.
 - Enter New Password Again**: A text input field.
- Submit button: A green button labeled "Change Password".