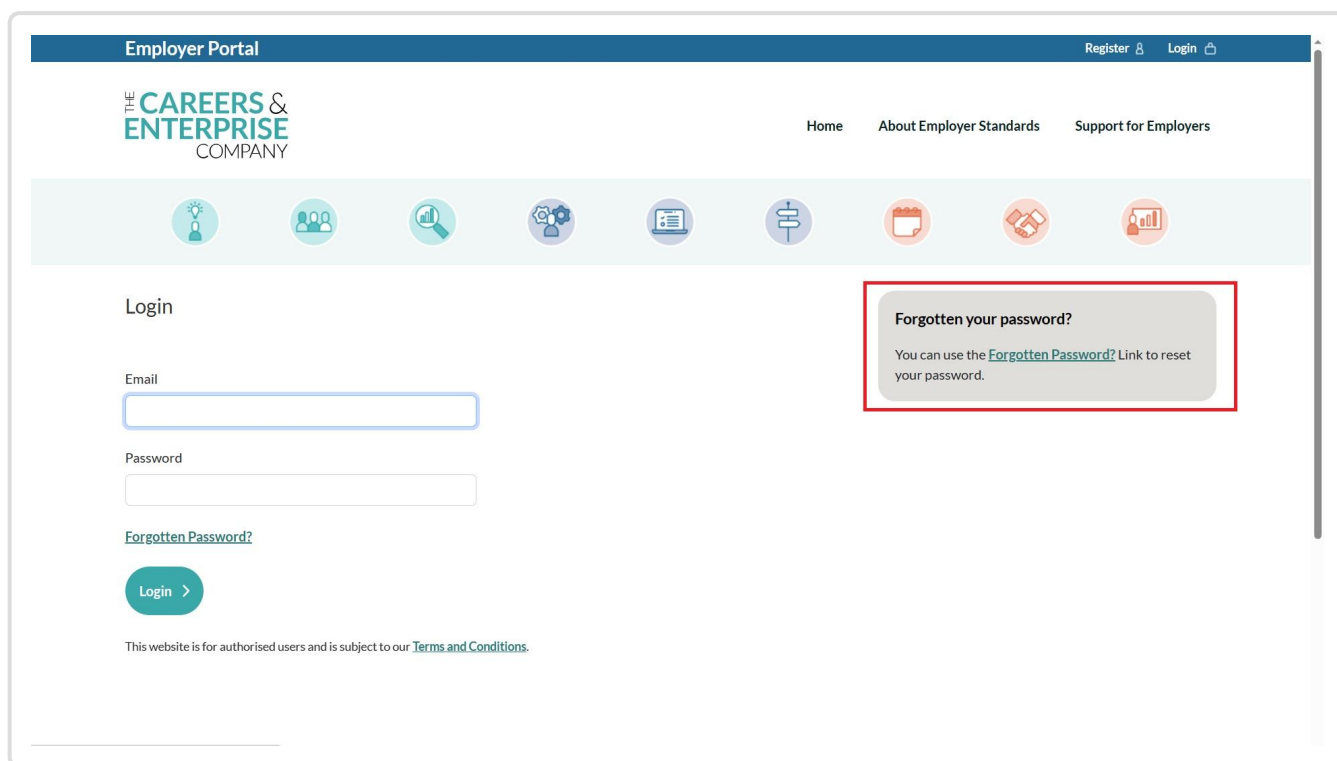


Forgotten password

Please note: Due to ongoing product developments, what you see in the guidance below may be slightly different to what you see on your screen when logged in to Employer Portal, but the process/overall functionality remains the same.

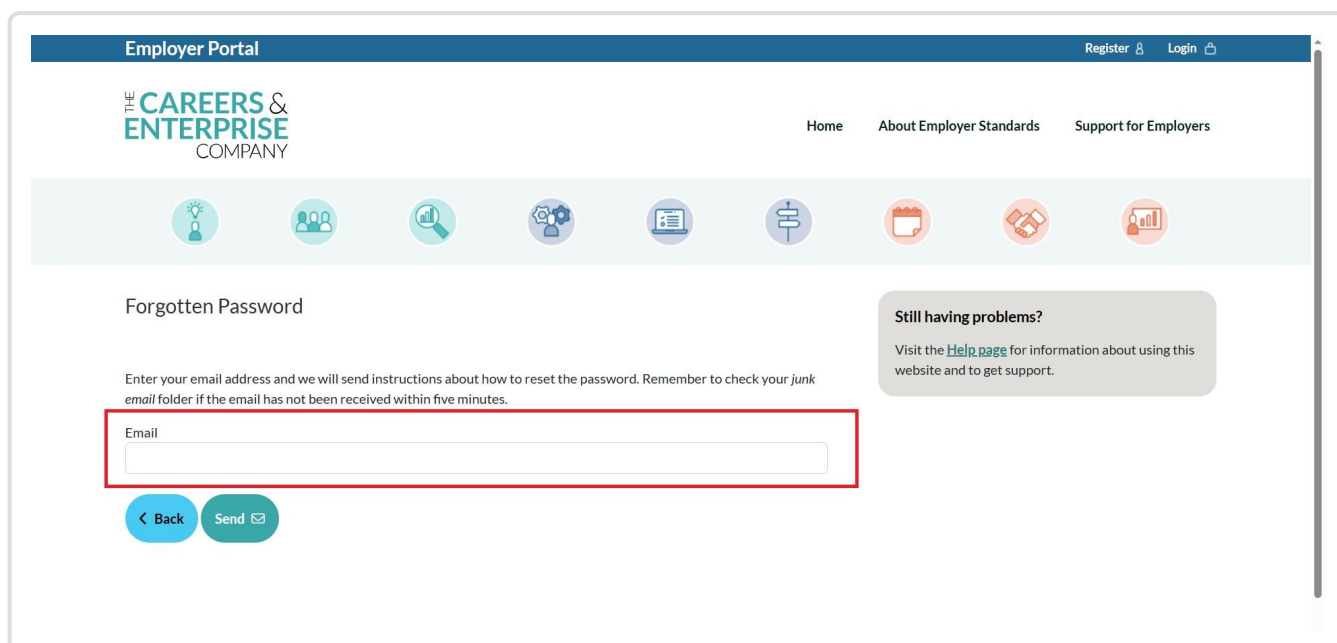
Forgotten your password?

If you have forgotten your password, go to the Employer Portal landing page then click on 'Login' to the top-right of the screen, then select the 'Forgotten password' link:



The screenshot shows the Employer Portal landing page. At the top, there is a blue header with 'Employer Portal' on the left and 'Register' and 'Login' on the right. Below the header is the logo for 'THE CAREERS & ENTERPRISE COMPANY'. To the right of the logo are three links: 'Home', 'About Employer Standards', and 'Support for Employers'. Below these links is a row of nine circular icons representing different services. The main content area has a 'Login' section on the left with fields for 'Email' and 'Password', a 'Forgotten Password?' link, and a 'Login >' button. On the right side of the login section, there is a grey box with a red border containing the text 'Forgotten your password?' and 'You can use the [Forgotten Password?](#) Link to reset your password.'

Enter the email address that you use for your Employer Portal account in the box provided:



The screenshot shows the 'Forgotten Password' page. At the top, there is a blue header with 'Employer Portal' on the left and 'Register' and 'Login' on the right. Below the header is the logo for 'THE CAREERS & ENTERPRISE COMPANY'. To the right of the logo are three links: 'Home', 'About Employer Standards', and 'Support for Employers'. Below these links is a row of nine circular icons representing different services. The main content area has a 'Forgotten Password' section on the left with the text 'Enter your email address and we will send instructions about how to reset the password. Remember to check your *junk email* folder if the email has not been received within five minutes.' Below this text is a red-bordered box containing an 'Email' input field. At the bottom of the input field are two buttons: '< Back' and 'Send ✉'. On the right side of the 'Forgotten Password' section, there is a grey box with the text 'Still having problems?' and 'Visit the [Help page](#) for information about using this website and to get support.'

Instructions will be emailed to you on how to reset your password. Remember to check your junk email folder if the email has not been received within five minutes.