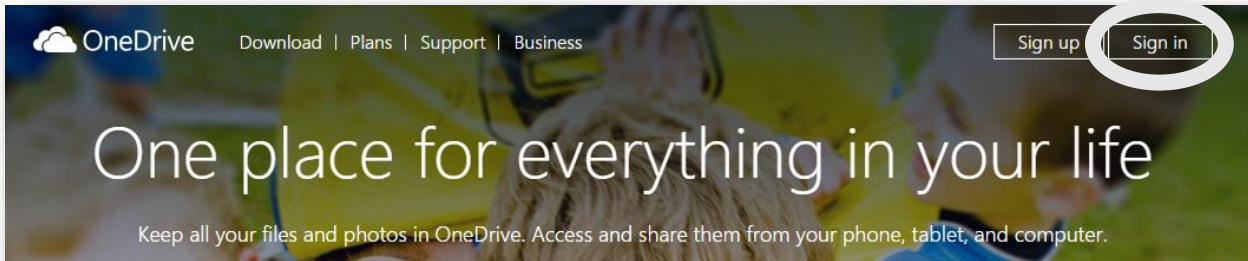


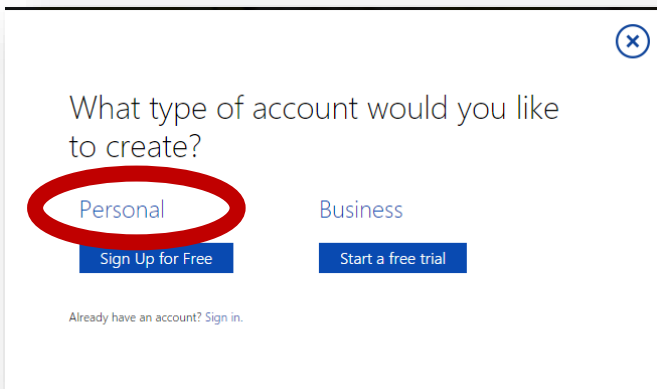
# Resetting a Microsoft/OneDrive Password

Begin by opening a web browser and pointing the URL to <https://onedrive.live.com/about/en-us/> or use a link provided to you by the school technology integrationist

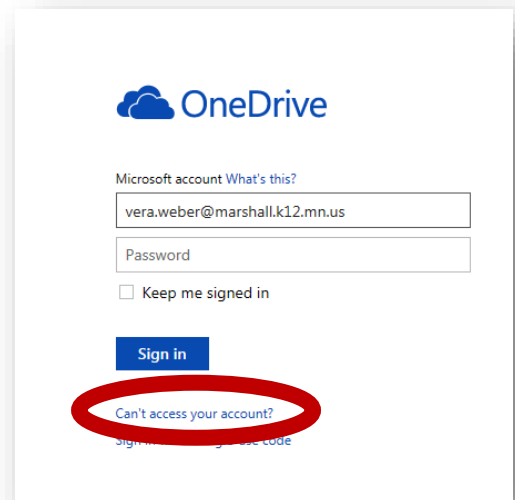
Click the **Sign up** option



Select **Personal**



You will then be directed to a screen to sign in with your school email, don't bother with your password. Instead, click on the "Can't Access Your Account" link down below the sign in area.



Microsoft account

Why are you having trouble signing in?

I forgot my password

I know my password, but can't sign in

I think someone else is using my Microsoft account

Next Cancel

Click the "I forgot my Password" option and click next

Microsoft account

Get back into your account

We can help you reset your password and security info. First, enter your Microsoft Account and the characters shown.

Microsoft account

vera.weber@marshall.k12.mn.us

Enter the characters you see  
[New](#) | [Audio](#)

QMF FXNdQkV

QMF FXNdQkV

Next Cancel

Enter your school email as your Microsoft Account username and fill in the crazy letter number characters.

Click Next

Microsoft account

We need to verify your identity

How would you like to get your security code?

Email ve\*\*\*\*\*@marshall.k12.mn.us

To verify that this is your email address, enter it below and click "Next" to receive your code.

vera.weber@marshall.k12.mn.us

Text (\*\*\*) \*\*\*-\*\*79

Next Cancel

[I have a code](#)

[I don't use these anymore](#)

Select the option to have them email your "Code" to you and then type in your Microsoft Account again.

They will send you a code in your email.

Microsoft account

Enter your security code

If vera.weber@marshall.k12.mn.us matches the email address on your account, we'll send you a code.

Security code [Use a different verification option](#)

Next Cancel

Copy and paste or type the code into the space provided and click Next.

That should unlock your account and allow you to set up a new password.

The screen will ask you to enable a 2 step verification, but I never have used that.

After entering a new password, just click Next.