



ASCENDER GUIDES



**security\_questions\_body**



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**Security questions and answers are used to verify your identity if you have forgotten your password. You can change the question, the answer, or both at any time.**

The screenshot shows a 'Security Information' page. At the top left is a magnifying glass icon and the text 'Security Information'. At the top right is an orange upward-pointing arrow. Below this are three input fields: 'Password:' with a masked password '\*\*\*\*\*', 'Security Question:' with the text 'what is your fav color', and 'Answer:' with the text 'blue'. To the right of these fields are two buttons: 'Update Password' and 'Update Security Question'.

□ Click **Update Security Question**.

A pop-up window opens.

The screenshot shows a pop-up window titled 'Update Security Question' with a lock icon and a close button (X). Inside the window, there are two input fields: 'Question:' with a dropdown menu showing 'what is your fav color' and a downward arrow, and 'Answer:' with a text field containing 'blue'. At the bottom right of the window are two buttons: 'No' and 'Save'.

<b>Question</b>	Select a question to which you will provide an answer. This question will be asked in the event that you lose your password.
<b>Answer</b>	Type the answer to the question.  You will be required to answer the question correctly in order to recover your password. Be sure to select a question for which you will easily remember your answer.  <b>IMPORTANT:</b> The answer is case-sensitive (i.e., you must always type it exactly as it is entered here, including uppercase and lowercase letters).

□ Click **Save**.



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