# hintquestions

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# Hint Questions

**Grade Reporting > Maintenance > TeacherPortal Options > District > Hint Questions**

This tab allows you to create questions that are used in TeacherPortal for password recovery. When an instructor registers as a new user in the TeacherPortal application, he must provide answers to three of these questions. If the instructor needs to reset his password, he is asked one of the three questions to verify his identity.

## Add questions:

If questions already exist, they are displayed. If no questions exist, a blank row is displayed.

- Type one question per row.
- You must add at least three hint questions. It is recommended that you add several questions to provide instructors with many choices.
- Duplicate questions are not allowed.

❑ Click **+Add** to add another question.

A blank row is added to the grid.

❑ Click **Save**.

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🗑 Delete a row.

1. Click 🗑 to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved. You can select multiple rows to be deleted at the same time.

2. Click **Save**. You are prompted to confirm that you want to delete the row. Click **Yes** to continue. Otherwise, click **No**.

You can save edits and delete records in the same step (i.e., the changes are all committed when the record is saved).

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