



## Recover Your User Name



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# Recover Your User Name

You can use the Recover User Name wizard to recover your TeacherPortal user name.

## User Information

<b>Staff ID</b>	Type your Student ID number.
<b>Last Name</b>	Type your last name.
<b>First Initial</b>	Type the first initial of your first name.

Click **Next**.

If you entered the data correctly, the Security Question step opens.

## Security Question

← Return to Login

Recover User Name

User Information Security Question Complete

Security Question

Answer Hint Question to verify identity

Question: what is your birthdate

Answer:

Back Next

Type the answer to your security question in the **Answer** field.

**Note:** Your security answers are case sensitive.

Click **Next**.



If you entered all required data, the Complete page opens.

## Complete

← Return to Login

Recover User Name

User Information Security Question Complete

 Congratulations! You recovered your user name successfully!  
Here it is: 

Finish

Your user name is displayed.

Click **Finish**.

The Announcements page opens.



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