

MyLIM - Update Security Verification Information

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Overview

The purpose of this document is to highlight the process for **updating the security verification information**, which was setup during registration within the Password Recovery System.

If your cell phone number or email changes, it is important to update this information within the myLIM system. If not, you will not have the ability to reset your password. To update this information, do the following:

1. On the 'Welcome to the New myLIM Portal' page (<u>https://mylim.limcollege.edu</u>), click 'Sign in'.



2. Within 'Sign-in instructions for LIM College' section, 'Click here'



3. You will now be redirected to enter your LIM College email address. Click 'Next'.

Sign in rob.win10@limcollege.edu Can't access your account?	Sign in rob.win10@limcollege.edu Can't access your account? Back Next	Microsoft		
rob.win10@limcollege.edu Can't access your account?	rob.win10@limcollege.edu Can't access your account? Back Next	Sign in		
Can't access your account?	Can't access your account? Back Next	rob.win10@limcoll	ege.edu	
Pack Next	Back Next	Can't access your acc	ount?	
Rack Next	Back Next			
	Dack Next		Back	Nevt

4.	Enter your	password.	Click	'Sign	in'.
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← rob.win10@limcollege.edu Enter password	← rob.win10@limcollege.edu Enter password	← rob.win10@limcollege.edu Enter password	
← rob.win10@limcollege.edu Enter password	← rob.win10@limcollege.edu Enter password	← rob.win10@limcollege.edu Enter password	
Enter password	Enter password	Enter password	ncollege.edu
	••••••	••••••	word
orgot my password			

5. If you choose to 'Stay signed in', click 'Yes'. To not show this prompt the next time you sign in, check off box 'Don't show this again'.



6. Click on your profile icon, then 'View account' from the drop-down menu.



7. In the 'Security info' section, click 'UPDATE INFO'.

Security info
80
Keep your verification methods and security info up to date.
UPDATE INFO

8. To change 'E	Email', click 'Change' from t	he email section.		
	Security info			
	These are the methods you use to sign into you	ir account or reset your password.		
	Default sign-in method: Phone - call +1 64629	968419 Change		
	+ Add sign-in method			
	📞 Phone	+1 6462968419	Change	Delete
	••• Password	Last updated: 14 days ago	Change	
	🖂 Email	rhernandez10031@gmail.com	Change	Delete
9. At the promp	ot, enter your new personal	email address (Gmail, Y	Yahoo, etc). No	ote – <u>Do not use your</u>
LIM email ad	<u>ddress</u> , as you will not be abl	e to access your LIM en	nail if you wish	to reset your
password). C	lick 'Next'.			

Email		×
What email would you like to use?		
31@yahoo.com		
	Cancel	Next

10. Log into your personal email account to retrieve the verification code.

Microsoft www.microsoft.com	
LIM College account email verification cod	le
msonlineservicesteam@microsoft.com To: 31@yahoo.com	
	Verify your email address
	Thanks for verifying your Rob.Win10@limcollege.edu account! Your code is: 976662
	Sincerely, LIM College
	Microsoft Corporation One Microsoft Way Redmond, WA 98052-6399 This message was sent from an unmonitored email address. Please do not reply to this message. Privacy. Legal
11. Enter the code and click 'Next'.	
Email	×
We just sent a c 917833	31@yahoo.com
Resend code	
	Back Next
	3

12. To change 'Pl	hone', click 'Change' from th	e phone section.		
	Security info			
	These are the methods you use to sign into your ad	count or reset your password.		
	Default sign-in method: Phone - call +1 64629684	19 Change		
	+ Add sign-in method			
	📞 Phone	+1 6462968419	Change	Delete
	Password	Last updated: 14 days ago	Change	
	🗠 Email	rhernandez10031@gmail.com	Change	Delete

13. At the prompt, enter your new phone number, then select either 'Receive a code' or 'Call me' for verification. Click 'Next'.

You can prove who you are by an receiving a code on your phone.	swering a call on your phone	e or
What phone number would you l	ike to use?	
United States (+1)	~ 9	
Receive a code		
🔵 Call me		
Message and data rates may app agree to the Terms of service and	ly. Choosing Next means tha Privacy and cookies stateme	t you nt.

14. You will receive a text message or call to your mobile device. Enter the code and click 'Next'.

Phone		×
We just sent a 6 digit code to +1 424661 Resend code	19. Enter the	code below.
	Back	Next

15. Verification is complete and your new number is now registered.

