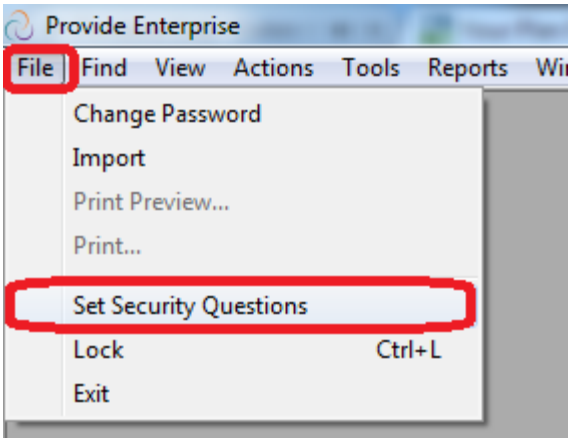
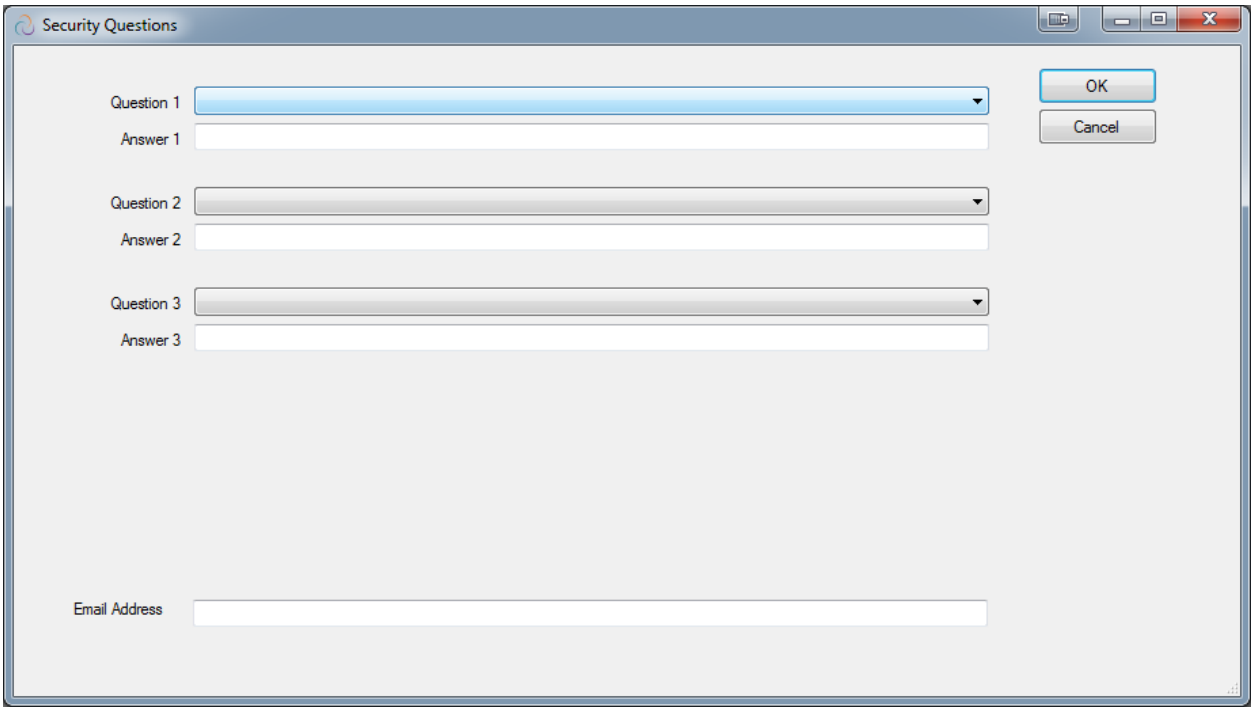
Setting Your PE Security Questions

In order to use the built in password reset feature, it is necessary to set your own Security Questions that the system will ask you when you need to have your password reset. This can be done by following the steps below:

While in Provide Enterprise, select the “File” menu and then select “Set Password Reset Question”, similar to that in the figure below:



A dialog box, similar to that below, will open on your screen:



Use the drop down for each “question” to select the question that you wish to use. You will only be able to select each question once.

Enter the answer for each question in the applicable field. NOTE: in order for your password to be reset, you will need to enter the security question answers exactly as they were when you set them up.

Enter a valid email address in the “Email Address” field. This is the address where your password will be sent when you request a password reset.