Changing Your Password

If you have forgotten your password, click on the Forgot your Password? link on the login page:



You will then be asked to enter your username, which is the email address you used when you signed up. Enter the email address and click the Reset Password button:



You will then receive an email with a link to reset your password:

| Your new OSUF Website password | Q, 4 |
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Note: If you are a campus user trying to access reports, please click here: <u>Accessing OSUgiving.com Reports | Salesforce</u> Note: If you don't receive this email, please check your junk or spam folders.

This link will expire in 24 hours. If your link expires, you can either do another password reset later, or contact us at <u>RMtickets@osugiving.com</u>, and someone will assist you. When you go to the link, it will look like this:



Notice that even though our logo does not appear in the main part of the screen, you should see our logo and "Change Your Password …" on the browser tab, and the URL will begin with "secure.osugiving.com", so you know you are not being redirected to a scam website. Once you change your password, you will be logged in and taken to the main page.