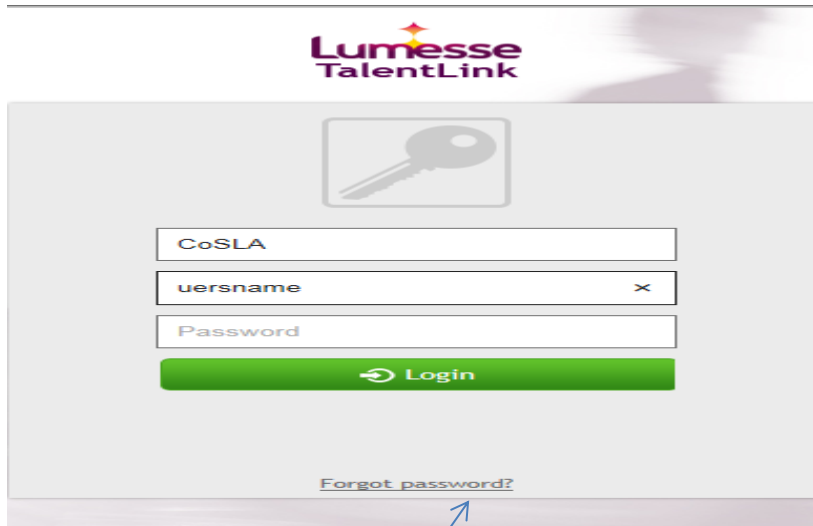


## Talentlink User Guide for Managers

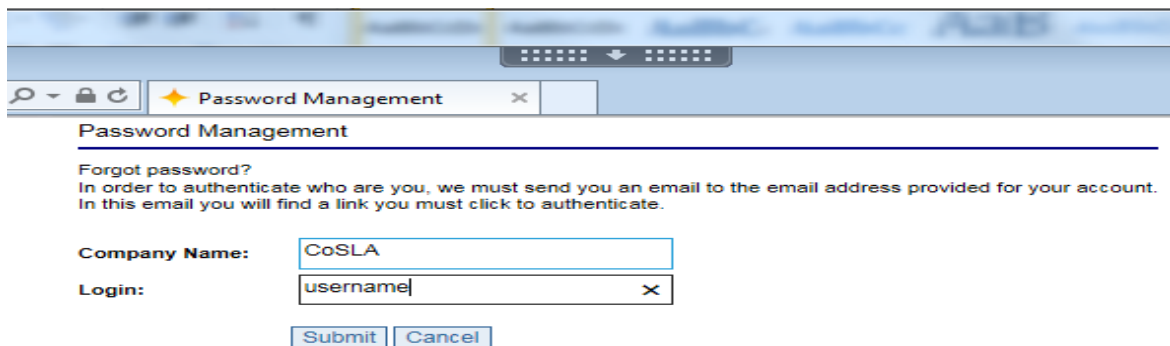
# FORGOTTEN PASSWORD LINK

This guidance shows how to enter the Talentlink portal system when you have forgotten your password.



Click on the Forgot Password link.

You will then get the below screen:



Company Name: CoSLA (case sensitive)

Login: username (case sensitive)

Click Submit

You will then receive an email with a link to renew your password as below:

You have indicated that you forgot your password. In order to get access to your account again, please click the following link and follow the instruction.

[Please click this link to continue>](#)

Thank you

Once you have clicked on the link, you will then be asked to confirm your security question:

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## Password Management

In order to confirm your identification, please answer the following question:

**Question:**

What is your mother's maiden name?

**Answer:**

Submit

Cancel

Once you have answered your security question correctly, click Submit.

You will get the following screen:

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## Password Management

*Please define your personal password and your security question and answer*

**New Password:**

[Password Rules](#)

**Confirm Password:**

**Question:**

**Answer:**

Submit

Cancel

Complete the Password Management questions, click Submit.

You will now be able to access Talentlink.