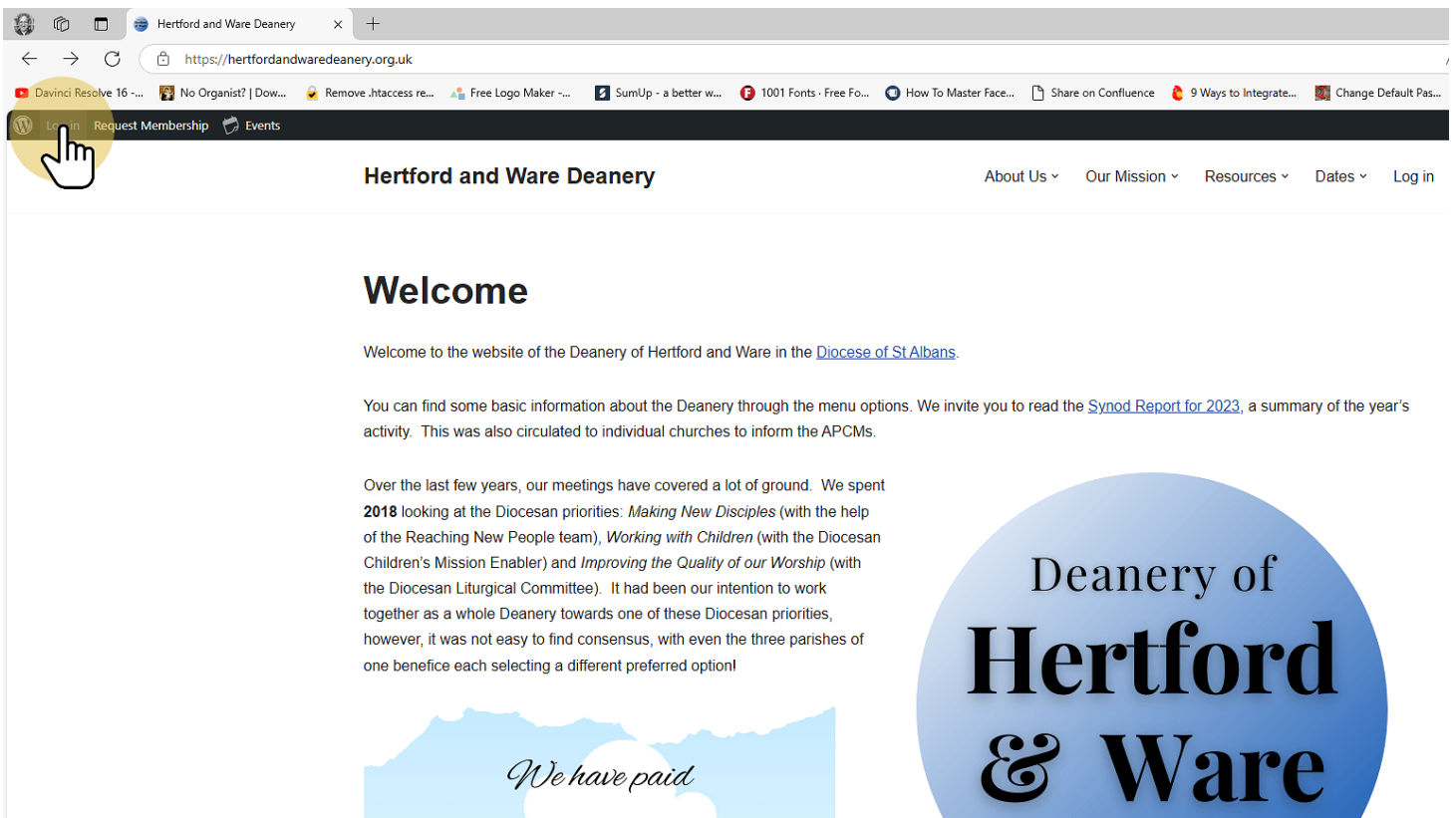


Reset Password

1 Click "Log in"

Open the website www.hertfordandwaredeanery.org.uk and attempt to log in by clicking the "Log in" link at the top left of the screen.



The screenshot shows a web browser window with the URL <https://hertfordandwaredeanery.org.uk>. The browser's address bar and tabs are visible at the top. The website's header features the title "Hertford and Ware Deanery" on the left and a navigation menu with "About Us", "Our Mission", "Resources", "Dates", and "Log in" on the right. A yellow callout box with a hand cursor icon points to the "Log in" link in the top left corner of the website. The main content area has a "Welcome" heading, followed by a paragraph: "Welcome to the website of the Deanery of Hertford and Ware in the [Diocese of St Albans](#)." Below this is another paragraph: "You can find some basic information about the Deanery through the menu options. We invite you to read the [Synod Report for 2023](#), a summary of the year's activity. This was also circulated to individual churches to inform the APCMs." A third paragraph follows: "Over the last few years, our meetings have covered a lot of ground. We spent **2018** looking at the Diocesan priorities: *Making New Disciples* (with the help of the Reaching New People team), *Working with Children* (with the Diocesan Children's Mission Enabler) and *Improving the Quality of our Worship* (with the Diocesan Liturgical Committee). It had been our intention to work together as a whole Deanery towards one of these Diocesan priorities, however, it was not easy to find consensus, with even the three parishes of one benefice each selecting a different preferred option!" At the bottom of the page, there is a light blue graphic with the text "We have paid" and a large blue circular logo on the right containing the text "Deanery of Hertford & Ware".

2 Click "Lost your password?"



Username or Email Address

Password

Remember Me

[Lost your password?](#)

← Go to [Sand Ware Deanery](#) | Request Membership

English (UK)

3 Click "Get New Password"

Enter your username or the email address associated with the Deanery Website. Then click "Get New Password."



Please enter your username or email address. You will receive an email message with instructions on how to reset your password.

Username or Email Address

Get New Password



Log in

[← Go to Hertford and Ware Deanery | Request Membership](#)

 English (UK) ▼ [Change](#)

4 Check your email

This screen shows what you will be shown once you have clicked "Get New Password." You need to open your email software to read the email that has been sent. You may need to wait a couple of minutes before the email arrives.



Check your email for the confirmation link, then visit the [login page](#).

← [Go to Hertford and Ware Deanery | Request Membership](#)



English (UK)



Change

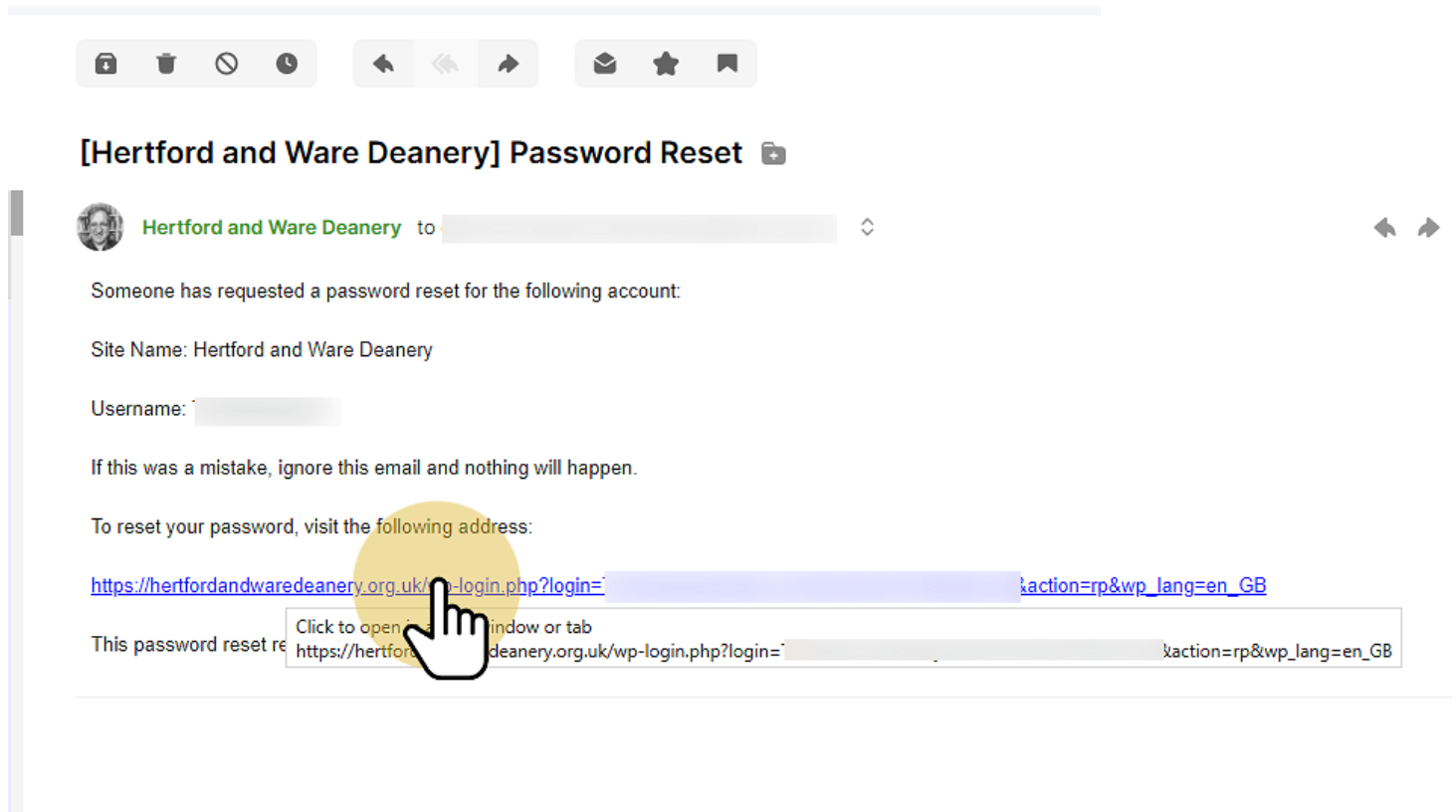
5 Click the link in the email

You will receive an email titled, [Hertford and Ware Deanery] Password Reset.

It will look like this one and show your username (The image in this presentation is deliberately blurred).

It will also have a long blue "link" to click. (Again, the image in this presentation is deliberately blurred.)

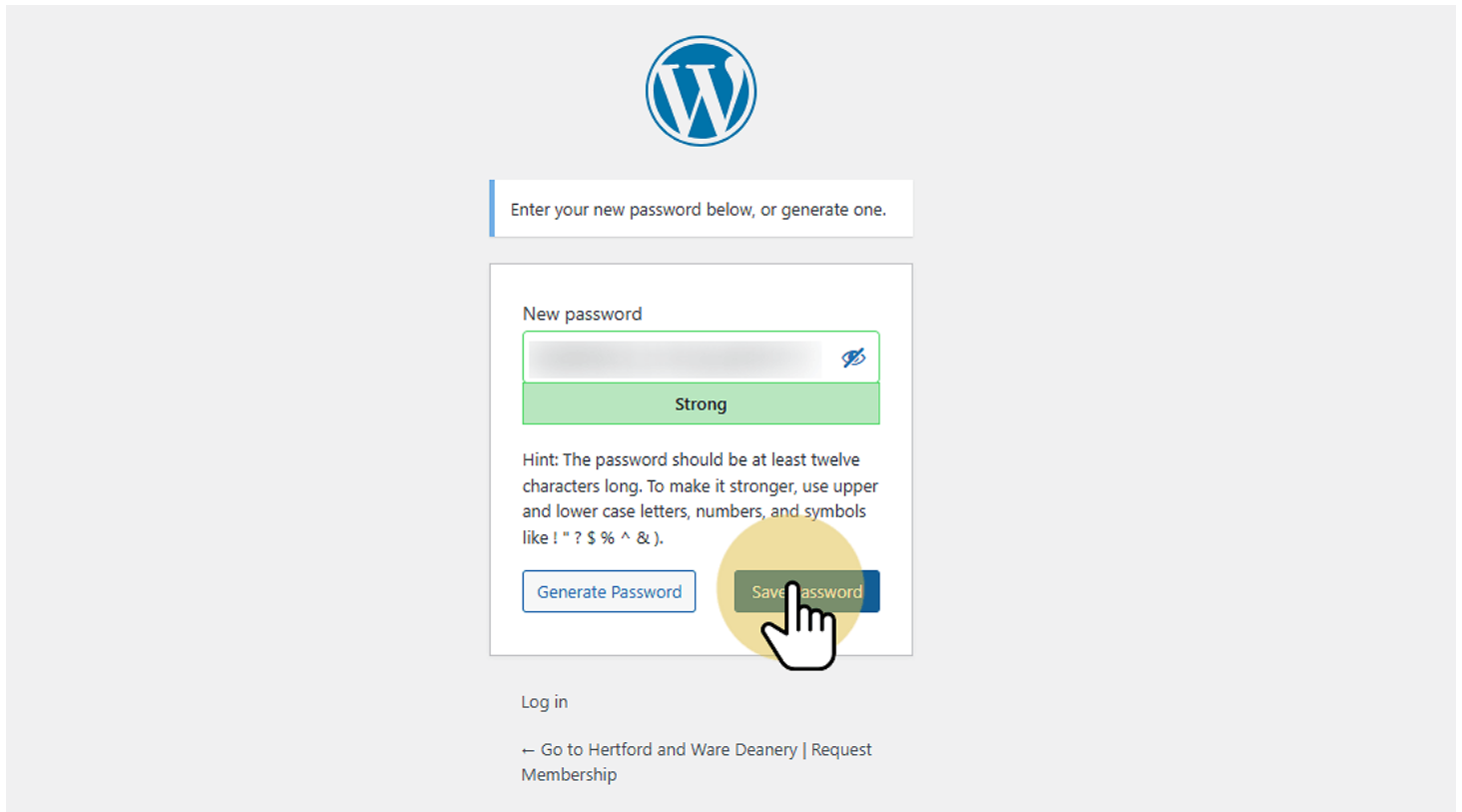
Click the link, or copy and paste it into your browser.



6 Click "Save Password"

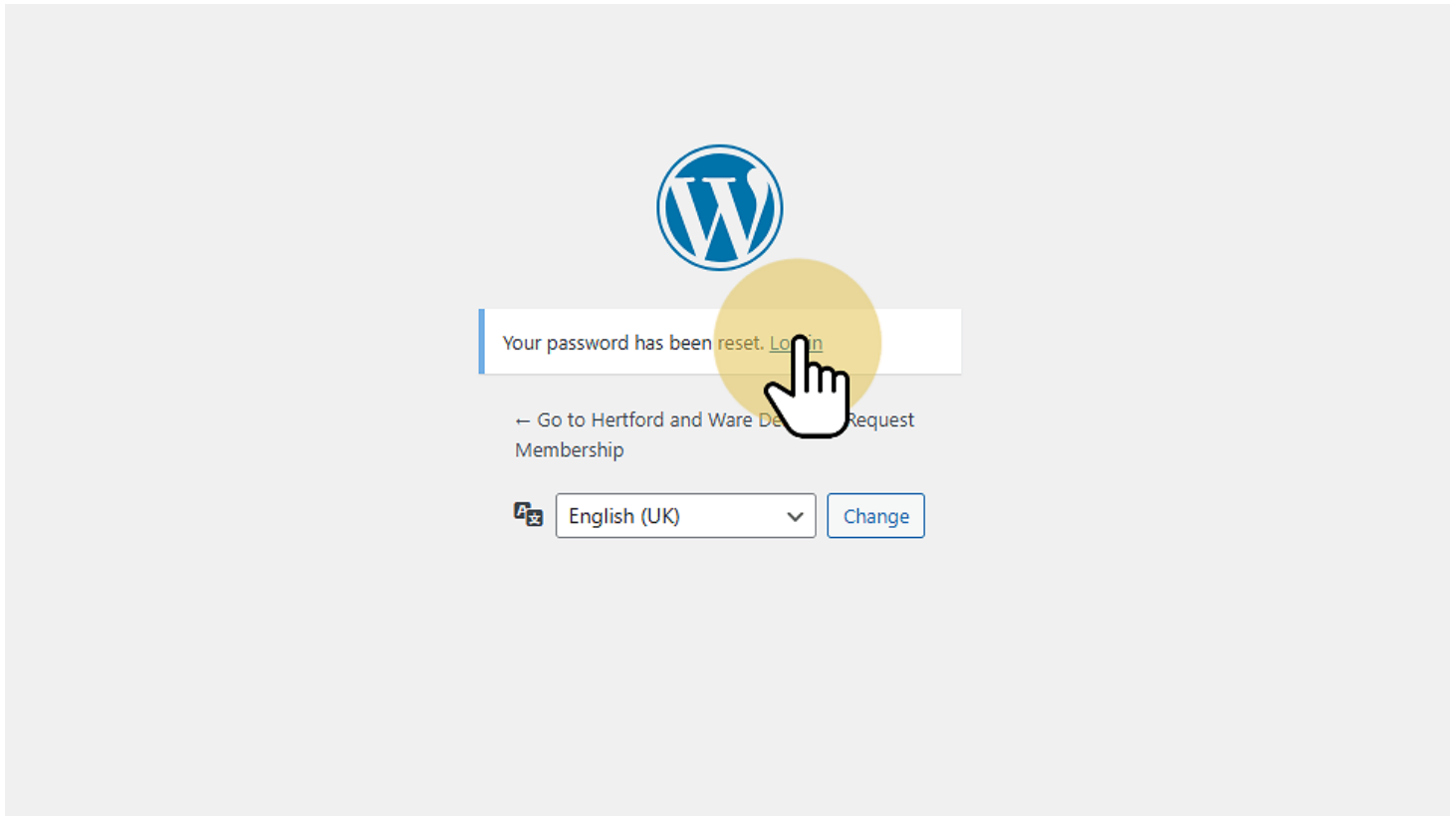
The browser will open a page that looks like this. The system will have created a strong password for you. (This example is blurred out.)

You can choose this password or create your own. Once you are happy with your new password (and have made a note of it somewhere), click "Save Password."



The screenshot shows the WordPress password reset interface. At the top center is the WordPress logo. Below it is a text box containing the instruction: "Enter your new password below, or generate one." Underneath this is a form titled "New password" which includes a blurred password input field, a strength indicator showing "Strong" in a green bar, and a hint: "Hint: The password should be at least twelve characters long. To make it stronger, use upper and lower case letters, numbers, and symbols like ! " ? \$ % ^ &)." At the bottom of the form are two buttons: "Generate Password" and "Save Password". A hand cursor is pointing at the "Save Password" button, which is highlighted with a yellow circle. Below the form, there is a "Log in" link and a navigation link: "← Go to Hertford and Ware Deanery | Request Membership".

7 Click "Log in"



8 Log in with your new details

Use your old username or email address and your new password to log in. Click "Log in" when you are ready.



Username or Email Address

Password

Remember Me

Log in

Lost your password?

[← Go to Hertford and Ware Deanery | Request Membership](#)

 English (UK) ▼ [Change](#)

9 Success!

When you have successfully logged in, you should see this welcome page. You will note that the "Members" menu has been added in the centre of the screen (next to the pointing hand in this image). Select from here for special member access.

