

Password Reset Service Instructions

The University of Nebraska Foundation has introduced a self-serve password reset service for staff and partners who access the foundation network, including NUFFO and Ali CRM users.

The service allows users to reset their password without contacting the foundation service desk for assistance, even if the password is expired. Another helpful feature is that this service will send users reminders when their password is about to expire (15 days, 7 days and 1 day before the password expires).

All campus and alumni partners are asked to **register and begin using the password reset software now**.

How to Register

Use this link to access the **NU Foundation Password Reset Identity Management Portal**

<https://passwordreset.nufoundation.org/>

You will be asked to enter your domain username. Then select “Go.” *If you do not know both your username and password, contact [service desk](#) before attempting to register with the new software.*

On the next screen, you will be asked to select an image from a bank of image icons. *Choose an image that you will be able to easily remember.*

Next, a box will come up on the side of the image bank asking you to identify a security word. You will be asked to re-enter the security word. *Choose a security that you will be able to easily remember.*

*Choose your image and security word wisely, and make certain they are easy for you to remember. You will not be allowed into the system to reset your password without using both of these.

Once complete, you may log out of the portal.

To reset your password – If you forget your password in the future or if your password expires, you will be able to reset it using your selected image and security word. There is a “change my password” button on the portal.

If you have questions about the new password reset software or process, please contact the foundation [service desk](#).