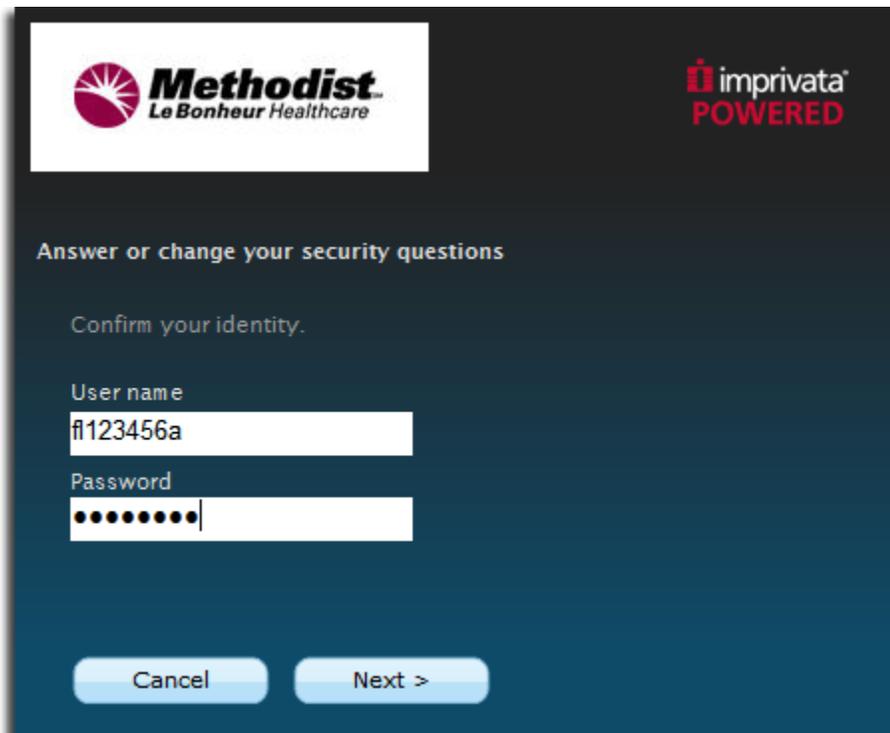
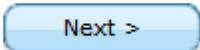


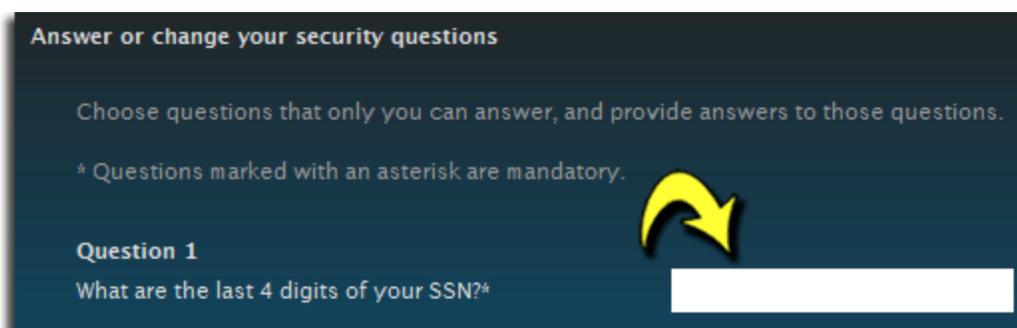
Imprivata: Enrolling in the Password Portal

Enrolling in the Imprivata Password Portal involves choosing and answering four security questions. These security questions are used to update your password.

1. Enter your **username** and **password** in the spaces provided.
 - Your username is your SAP number.



2. Click .
3. Type the **last 4 digits of your social security number** in the space provided for Question 1.

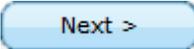


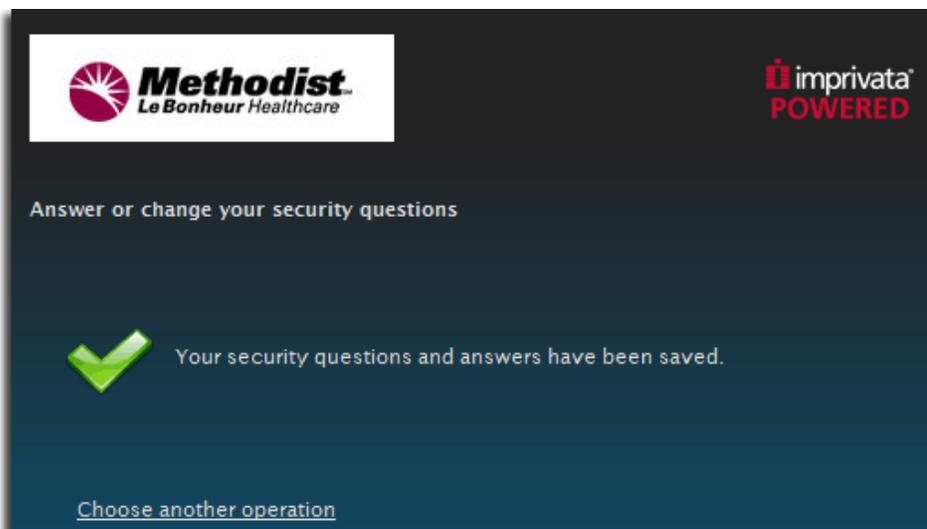
Question 2 through Question 4 allow you to choose from a list of security questions to answer.

4. Choose a question from the dropdown list, and then answer the question in the space provided.
 - Important: you will need to remember your answers to update your password.
 - Each answer must be unique (the same answer cannot be used for all three questions).

Question 2
What is the name of your childhood pet? Dog

Question 3
--Please Select a Question--
What is the name of your childhood pet?
What was the last name of your childhood best friend?
What is the last name of your first-grade teacher?
What is the make / model of your first car?
What is the furthest place to which you have traveled?
What is your fitness club number?
What is your father's mother's maiden name?
What is the last name of your favorite school teacher?
Who is your personal hero?
What is the first company you worked for?
What is your favorite color?
Who is your all-time favorite movie character?
Where did you spend your childhood summers?
What was your favorite food as a child?
What was the last name of your first boss?

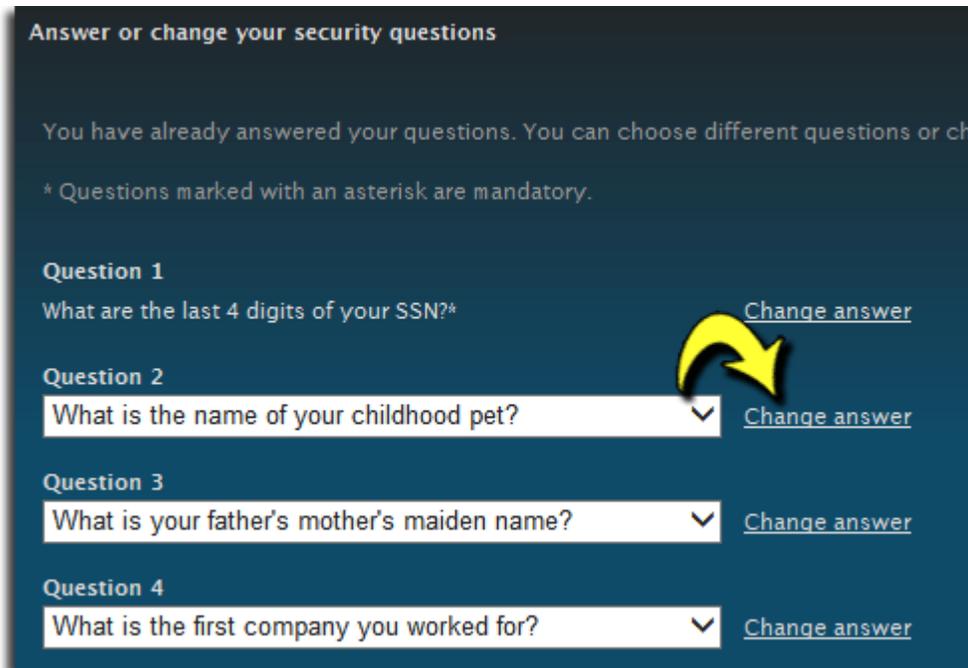
5. After completing all the security questions, click .
6. Enrollment in the Password Portal is now complete.



Changing Your Security Questions

You can change the last four digits of your social security number or any of your security questions and answers by logging back in to Password Management.

7. Enter the same **username** and **password** used during enrollment.
8. Click **change answer** beside the question you want to change.



Answer or change your security questions

You have already answered your questions. You can choose different questions or change your answers.

* Questions marked with an asterisk are mandatory.

Question 1
What are the last 4 digits of your SSN?*

Question 2
What is the name of your childhood pet? [Change answer](#)

Question 3
What is your father's mother's maiden name? [Change answer](#)

Question 4
What is the first company you worked for? [Change answer](#)

9. You can change your answer to the existing question, or choose a new question to answer.
10. Click when you finish changing your question(s)/answer(s).
11. Changes to your security question(s)/answer(s) are saved.