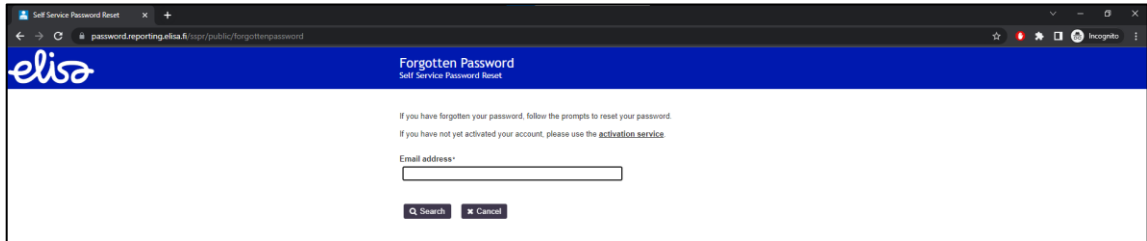# Extrawiki/Fokus Password change

Password Change

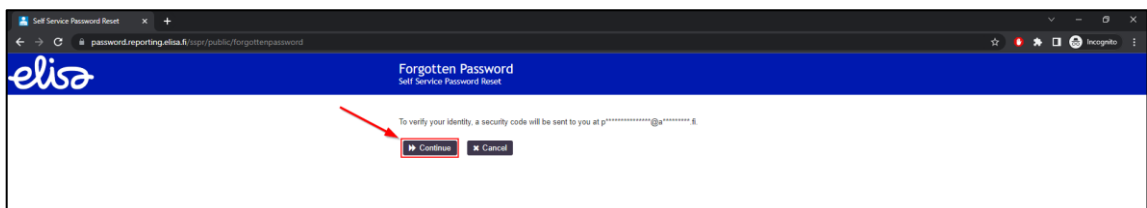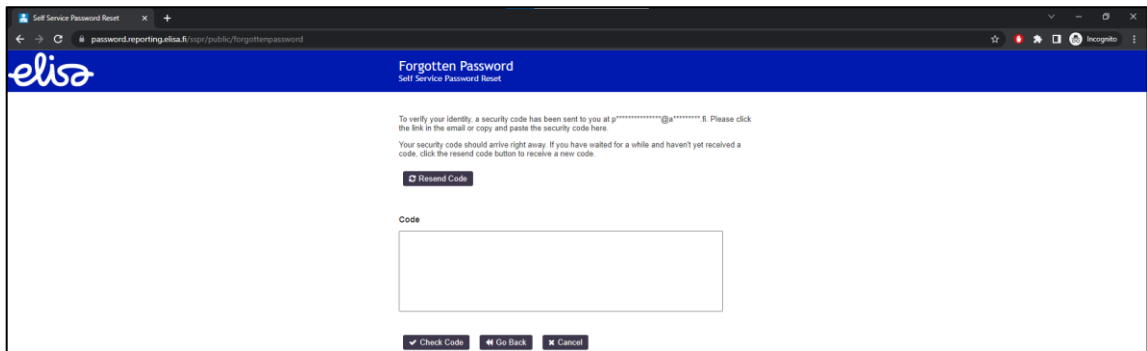1. Open the following address in your browser: https://password.reporting.elisa.fi/sspr/pub-lic/forgottenpassword

2. Enter your personal email address for your company in the "Email address" field e.g., pertti.perus@asiakas.fi and click the "**Search**" button.
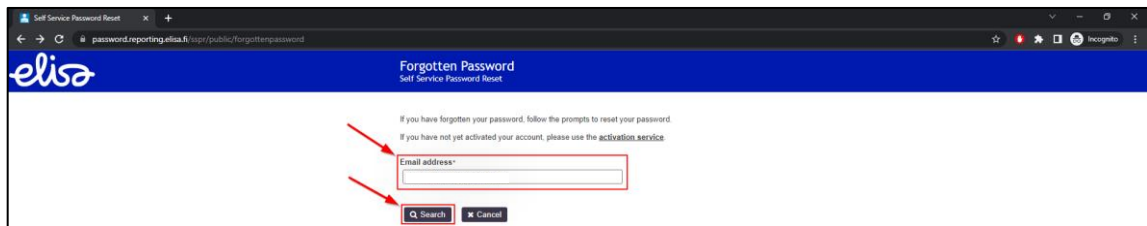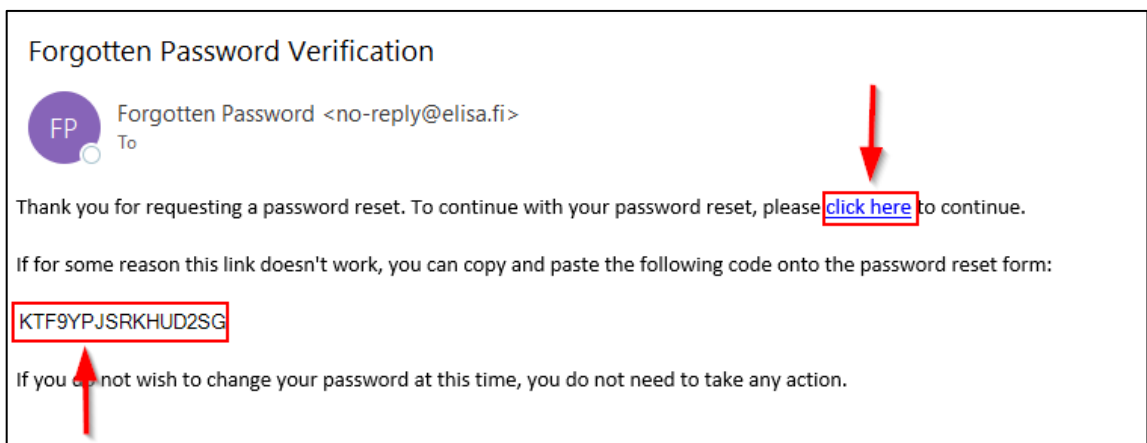

3. Confirm that you want to change your password by clicking the "**Continue**" button.
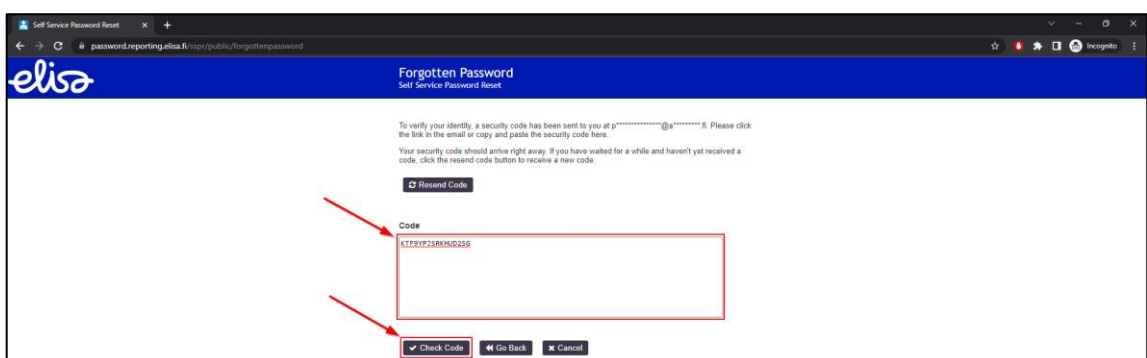
4. Page will open, requesting a code. This code has been sent to your email.

5. An email will arrive from the address: no-reply@elisa.fi. The message contains a one-time code and a link to continue the password change process.


6. If you copied the one-time code, paste it into the "**Code**" field and click the "**Check Code**" button. (If you clicked the **"Click here"** link in the email, you can proceed to step 7.)

7. Create a new password for yourself. You can either choose your password or let the system generate one automatically by clicking the choice in the "**New Password**" field. Please note the password requirements described above the "**New Password**" field. Once you've set the password, and the text "**New password accepted, please click change password**" appears above the box with a blue background, click the "**Change Password**" button.
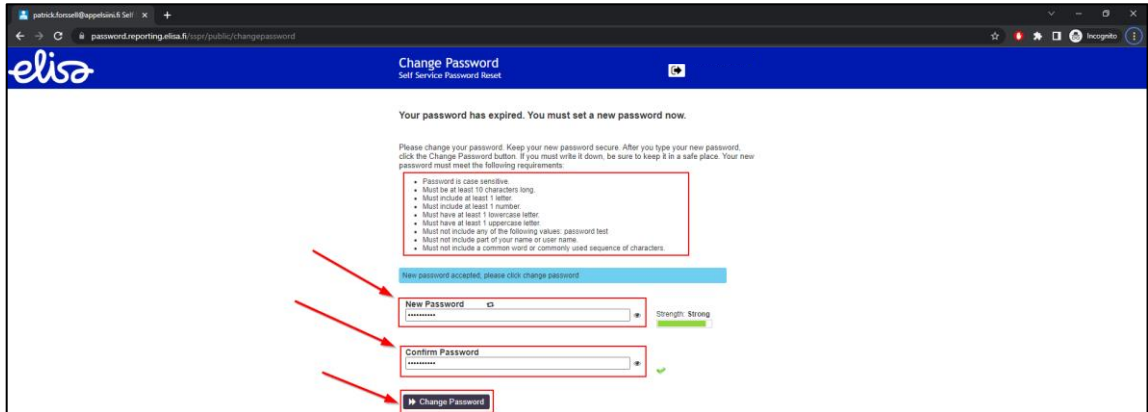
8. After this, the system will change your password. Please wait until the password has been successfully changed.
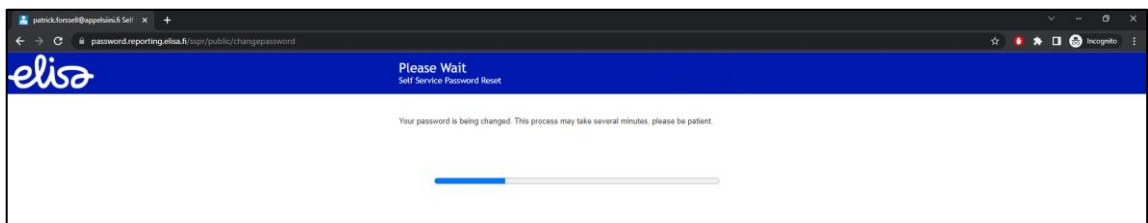
9. Once your password has been changed, the page will automatically refresh to the Fokus login page, and you can log in to Fokus with your new password.