

HOW DO I?

Reset my Verification Details

- Open the South Metropolitan TAFE website. Hover over the Info for tab and click the Student Hub (eCampus) link.
- 2. Click Access Student Hub.
- 3. Hover over **Getting Started**, then click on **Passwords/WIFI**.



Getting Started <	Support 🗸
Student Hub Intro	Intro to Blackboard
Study Tips & Planners	Access Your Timetable
Your Home Study Space	Passwords / WIFI
5 1	

- 4. Expand the Change Your Password | Expired Passwords section.
- Under the How to recover your account, or change your verification email or phone number section, click the Microsoft My Sign-ins website link.

How to recover your account, or change your verifica or phone number

If you have changed your verification email address or phon you may find it handy to update them first, before using the Manager reset link above.

Navigate to the Microsoft My Sign-Ins website

6. If you aren't already signed into your Microsoft account, you will need to sign in.

Use your student email address to sign into the Microsoft sign in page, e.g. 3004567@tafe.wa.edu.au, and then click next.

If you are asked to sign in by entering your password, it is the same password used for logging into the Student Hub, Blackboard, etc.

Microsoft		
Sign in		
Email, phone, or Skyp	e	
No account? Create one!		
Can't access your accour	it?	
Sign-in options		
	Back	Next

OFFICIAL

Security info

+ Add sign-in method

Microsoft Authenticator
 Push multi-factor authentication (MFA)

Microsoft Authenticator
 Push multi-factor authentication (MFA)

S Phone

These are the methods you use to sign into your account or reset your password.

Default sign-in method: Microsoft Authenticator - notification Change

If you are asked to approve the sign in request, e	nter the code
as shown in your authenticator app.	

Open your Authenticator app, and enter the number shown to sign in.

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 No numbers in your app? Make sure to upgrade to the latest version.

 Don't ask again for 14 days

 I can't use my Microsoft Authenticator app right now

 More information

Change

Approve sign in request

- 7. You will be taken to a **Security info** page. From here, select the phone number or email address you want to change.
- A new window will appear, asking you to put in the new phone number or email address.
- 9. Click Text (or email) me a code.

Phone	×	
You can prove who you are by answering a call on your phone or texting a code to your phone.		
What phone number would you like to use?		
Australia (+61)		
Text me a code		
Call me		
Message and data rates may apply. Choosing Next means that you agree to the Terms of service and Privacy and cookies statement.		
Cancel Next		

(01) 2345 6789 🔶

10. Enter the code you received via text or email into the field as shown and click **Next**.

Phone	×	
We just sent a 6 digit code to +61 Enter code	. Enter the code below.	
Resend code		
	Back Next	

11. When your details have been updated, click **Done**.

Phone	×
SMS verified. Your phone was registered successfully.	
	Done