DRB-HICOM

DRB-HICOM UNIVERSITY OF AUTOMOTIVE MALAYSIA

GUIDELINE FOR SELF SERVICE PASSWORD RESET (SSPR)

What is SSPR?

Self Service Password Reset (SSPR) is a web-based password management solution

Eliminates the users' dependency on administrators to change their passwords.

Ensure that all passwords in the organization comply with the established policies

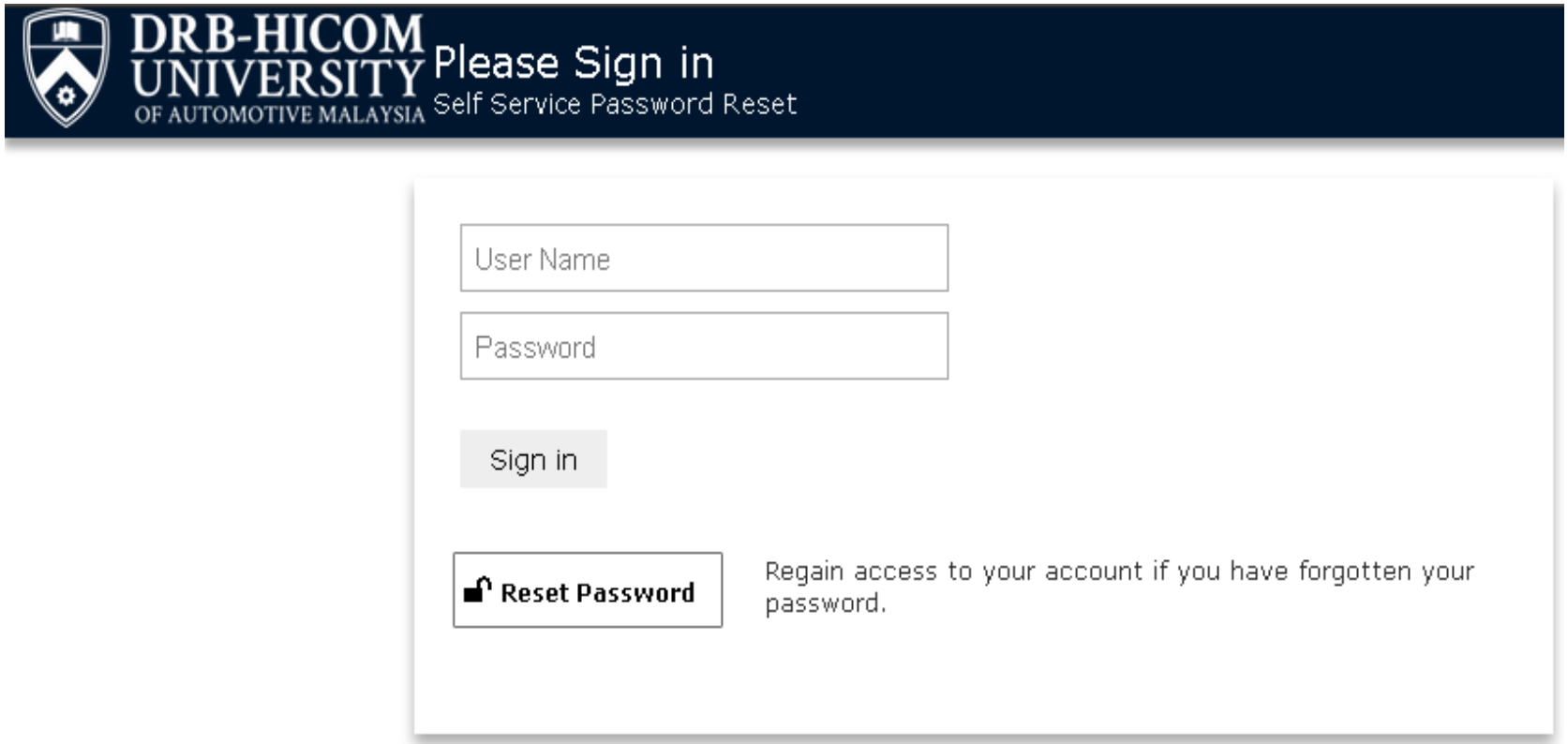
It reduces the workload of the ITD help desk and in turn reduces the cost

Users can change their own passwords and reset forgotten password

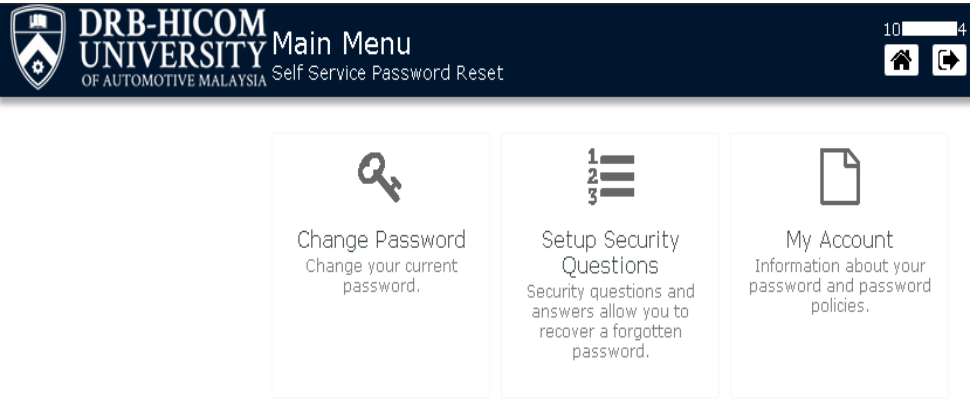
How to access DHU's SSPR?

① Visit SSPR site at https://selfservice.dhu.edu.my

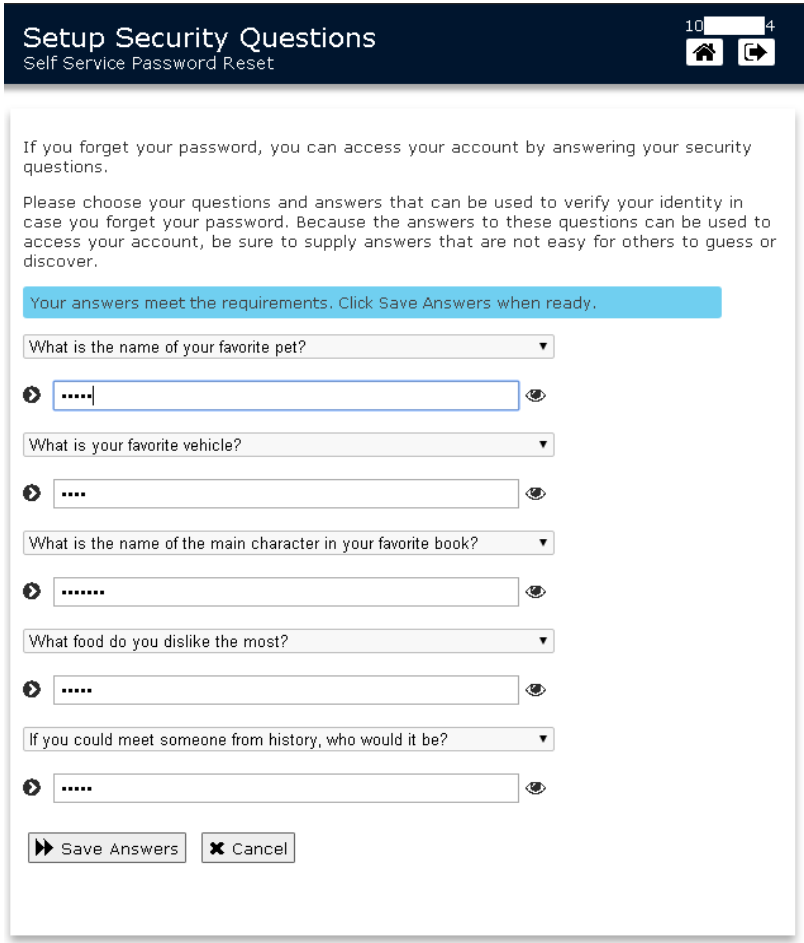
② Enter Student ID and the current password



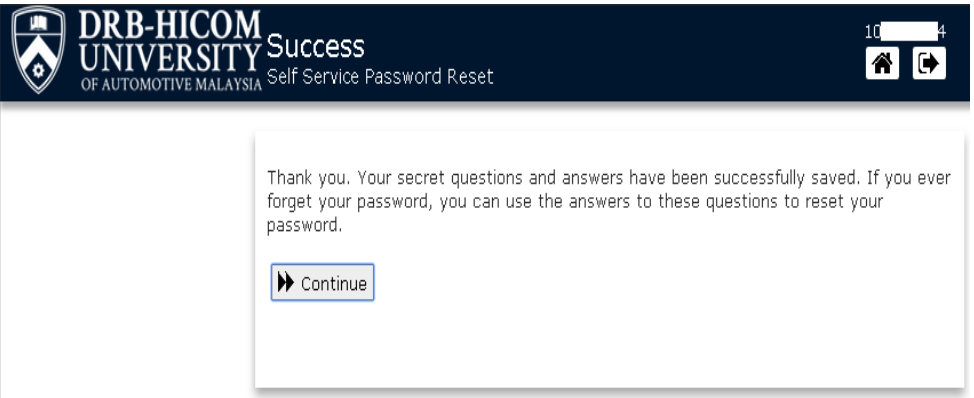
3 Click Setup Security Questions



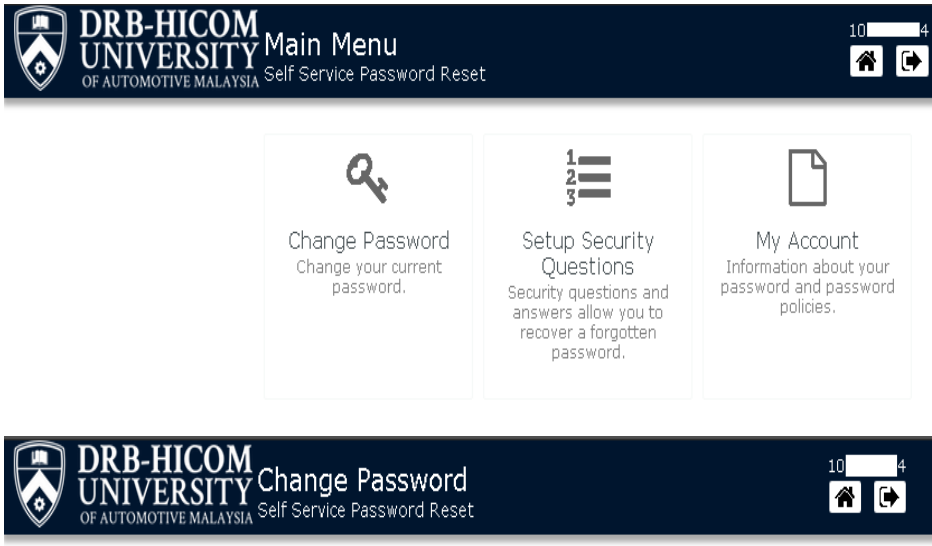
4 Setup Security Question and answers and once done, Save Answers



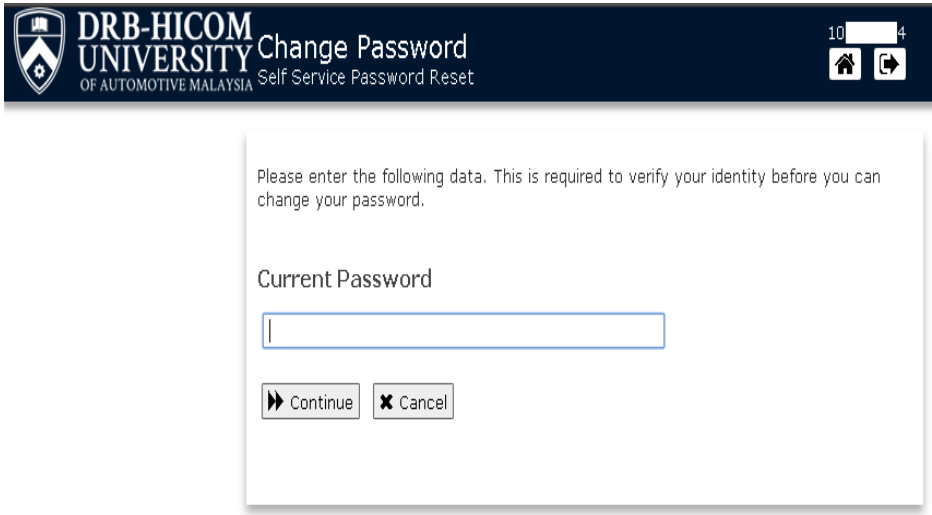
5 Security Questions setup successful. Click Continue



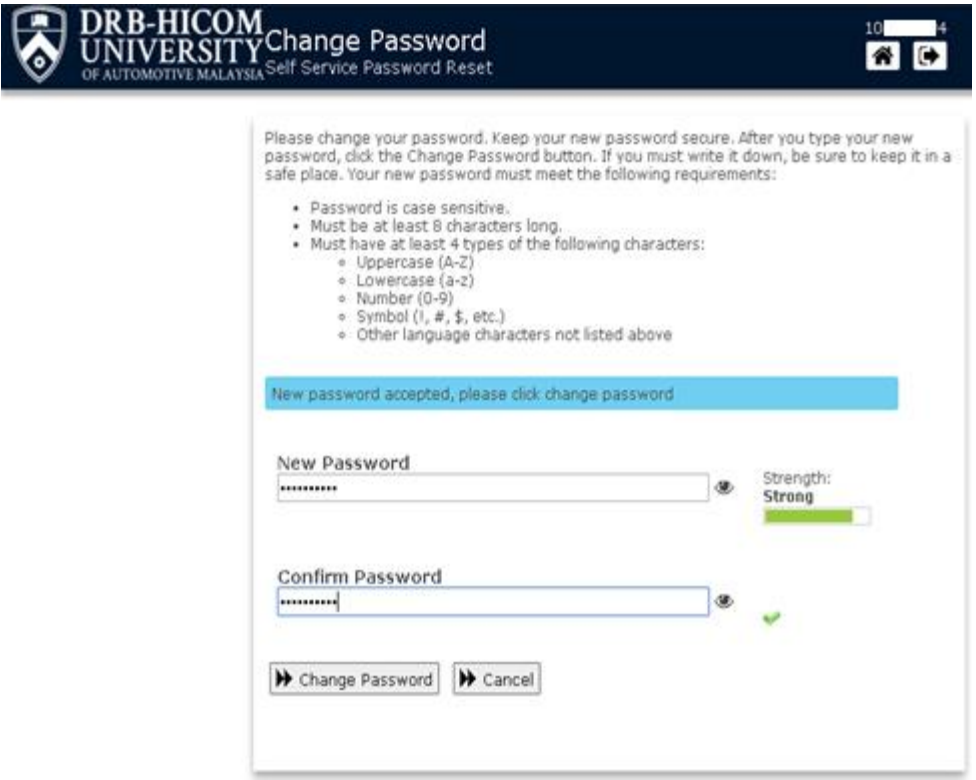
6 Click Change Password to set a new password



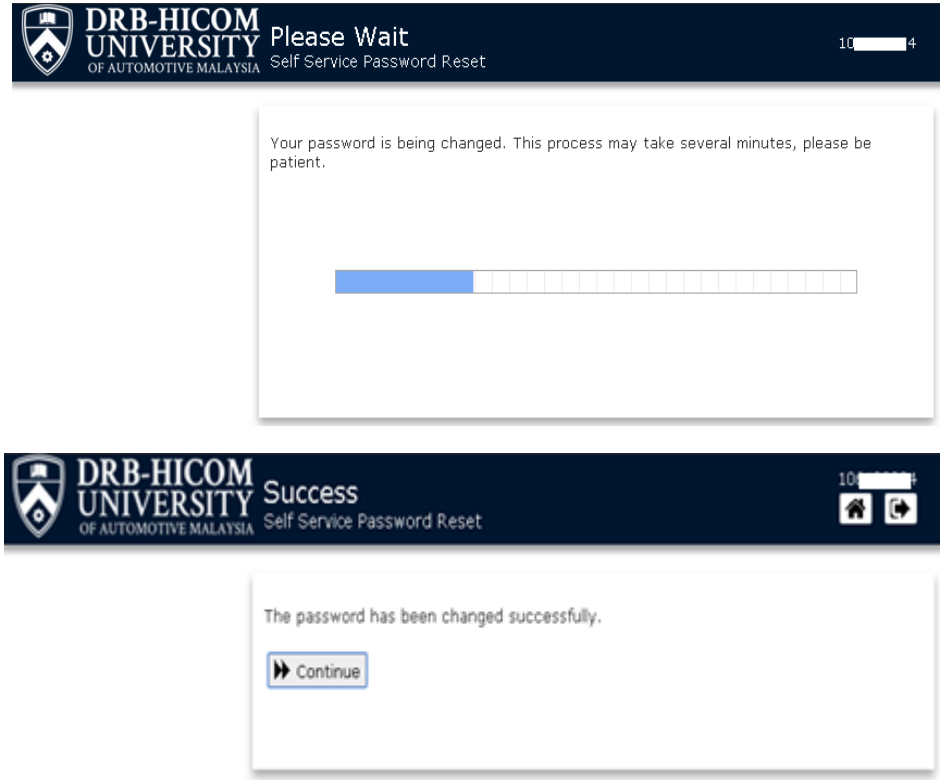
7 Enter the current password and click Continue

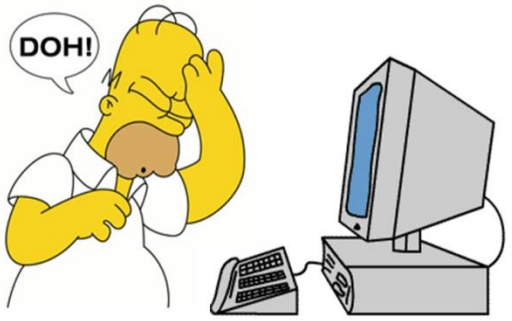


8 Enter the new password and click Change Password



9 Wait for the password changing and click Continue once done





How to reset password in SSPR?

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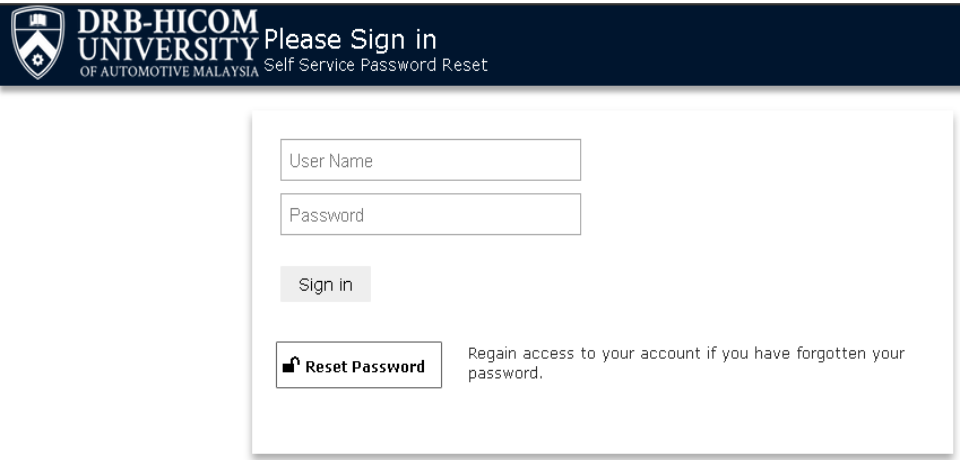
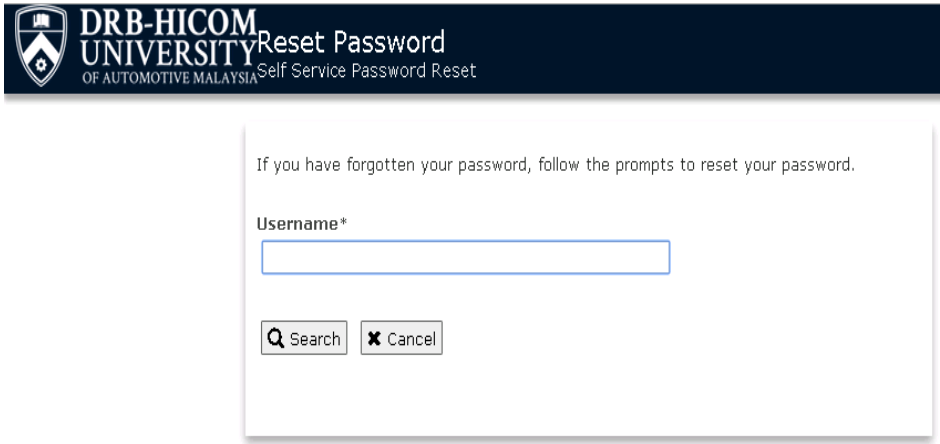
Information Technology Department (ITD)

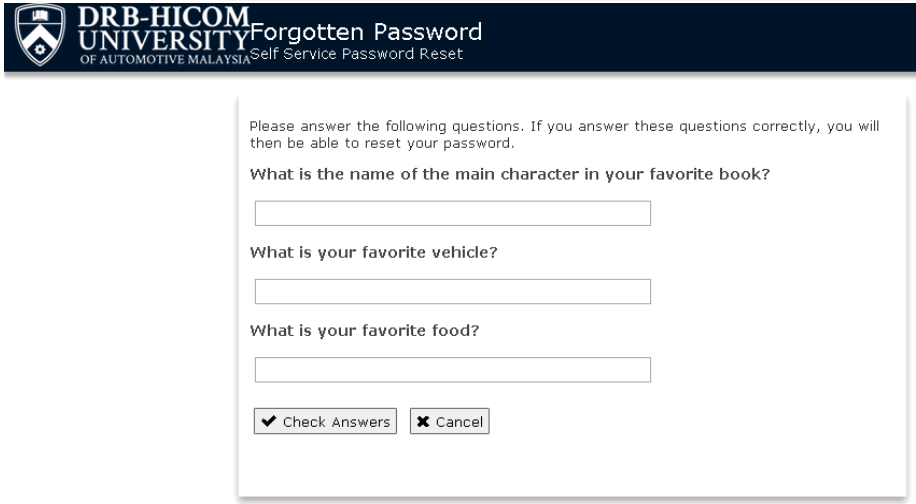
1 Click on Reset Password



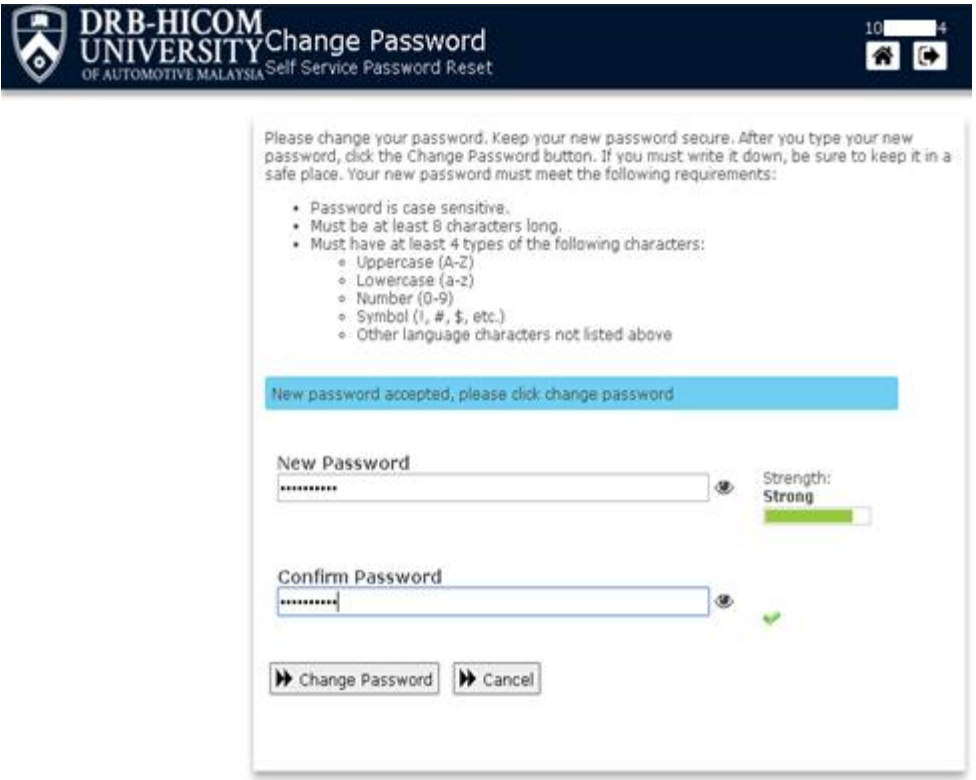
2 Enter Student ID and click Search



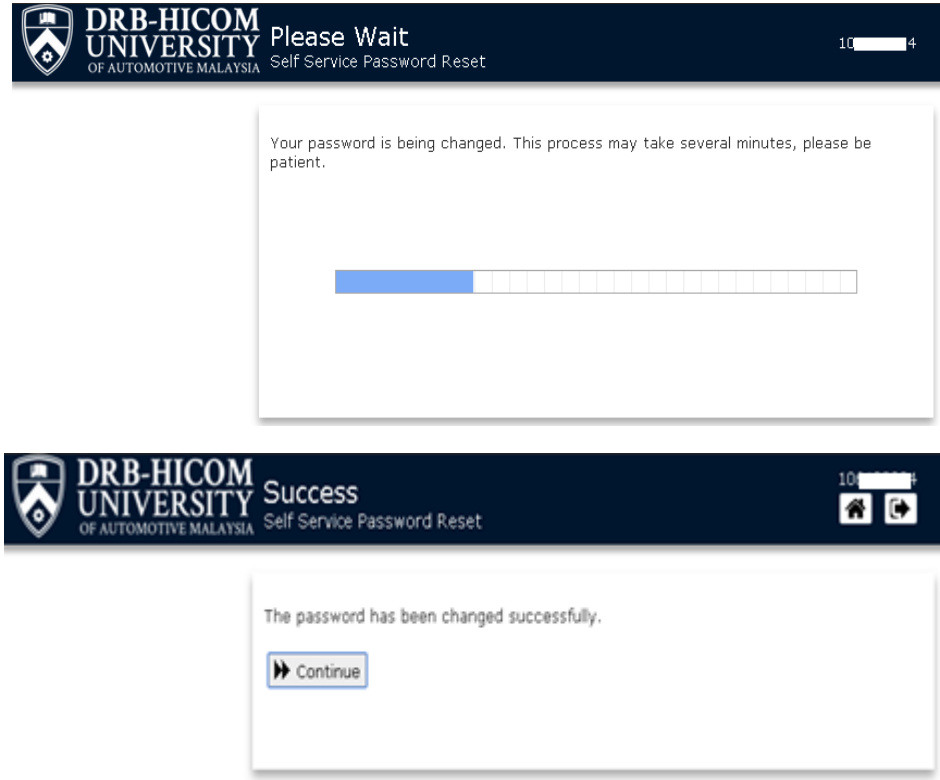
3 Answer all the Security Question and once done, click Check Answers



4 Enter the new password and click Change Password



5 Wait for the password changing and click Continue once done



The
End.

Thank you