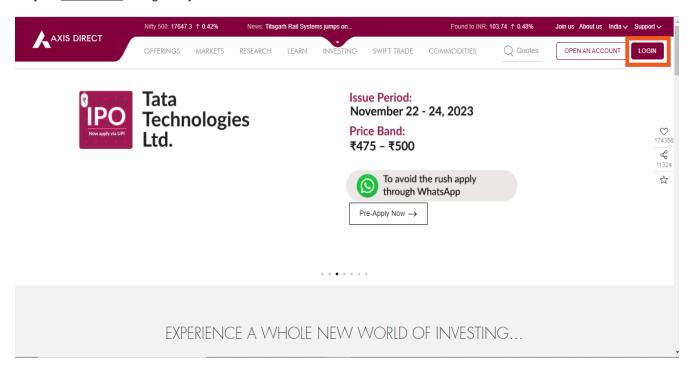


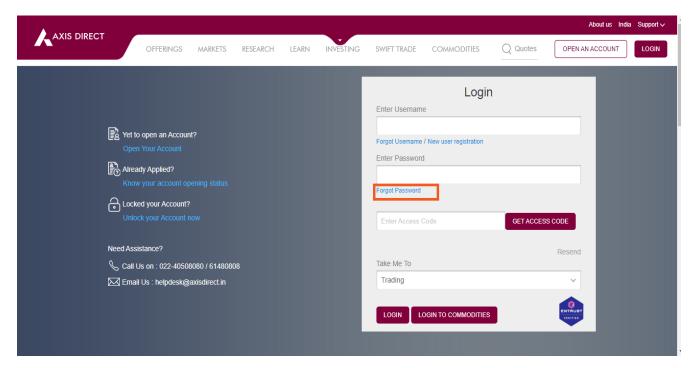
# <u>How to reset/change the password? Forgot Password Process - Web</u> Portal

Please Note: Once changed your new password will applicable for all the Axis Direct online portals.

Step 1: Click Here to login to your account

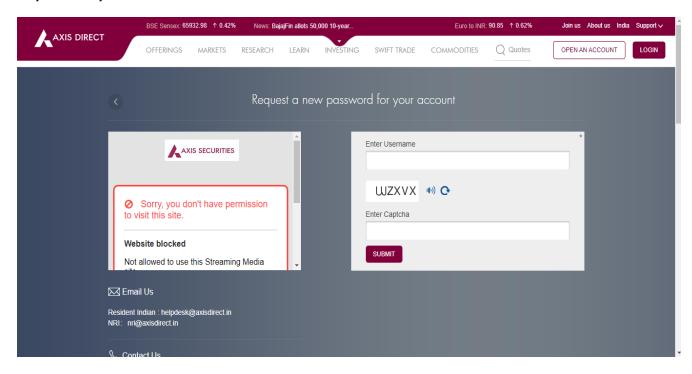


Step 2: On the login page click on 'Forgot Password' to proceed

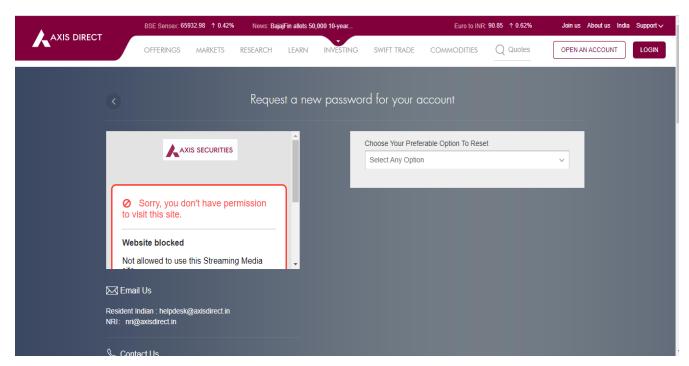




Step 3: Enter your Username and the CAPTCHA

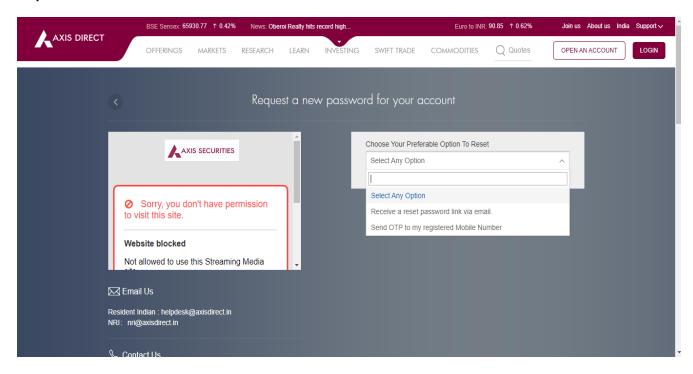


Step 4: Select your preferred option to reset the password





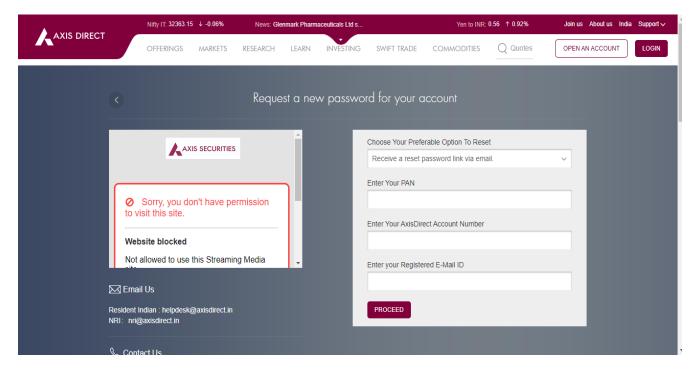
## Step 4 CONTD...



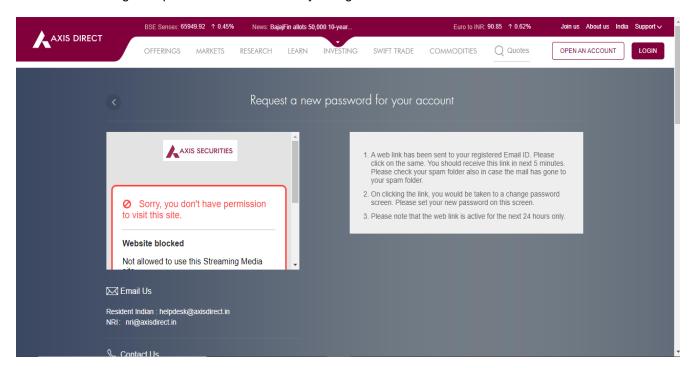


## Receive a reset password link via email

The system would ask you enter the PAN and the AxisDirect Account number which is your trading account number, you can find the trading account number on any of the previous Contract Notes or Emails sent to you on your registered email ID from Axis Direct

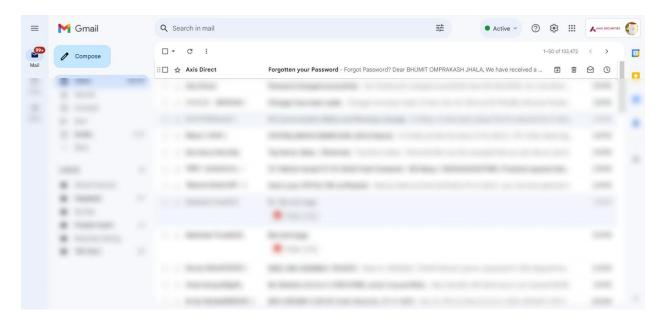


A web link to change the password will be sent to you registered E-mail ID with us.

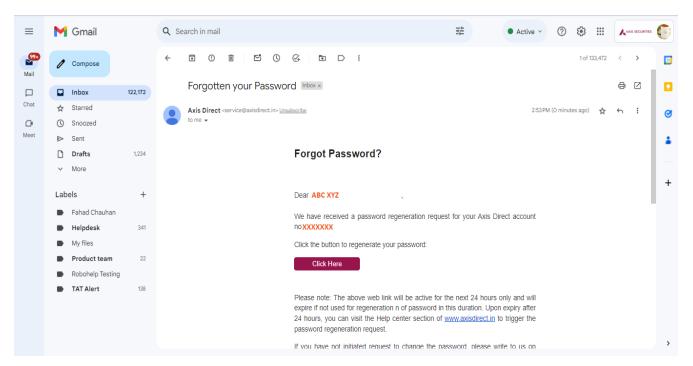




### The E-mail would have the subject line 'Forgotten your Password' as shown in the image below

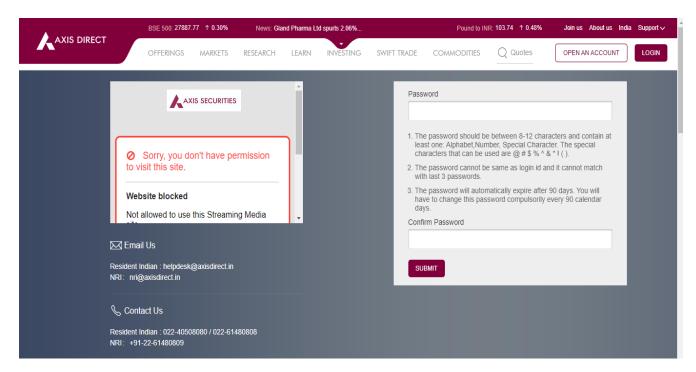


## Click on the 'Click Here' tab in the mail to proceed with changing the password

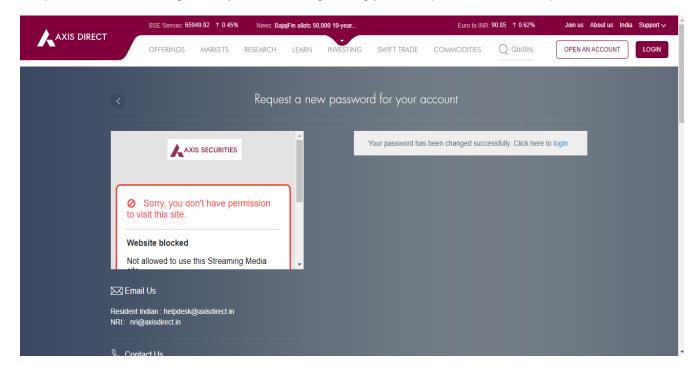




Once you click on the 'Click Here' tab the system will ask you to enter the new password twice to change it to your desired password, please select a new password as per the password policy mentioned on the screen



The password is now changed and you can now login using your new password on all the platforms

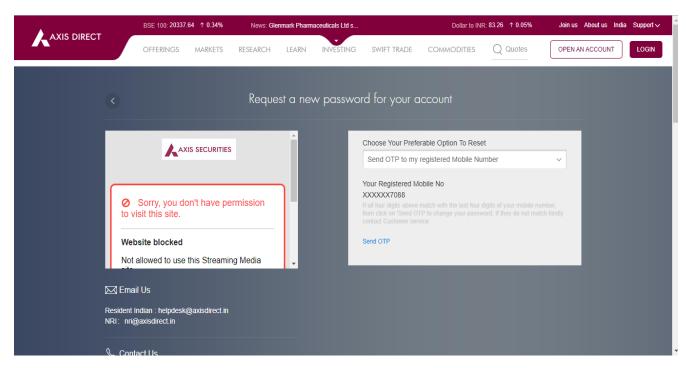


CONTD...

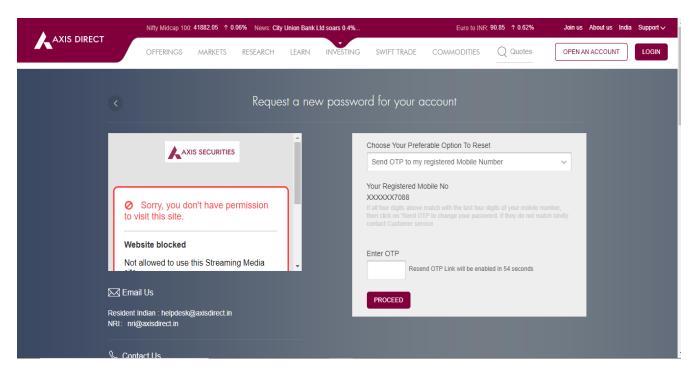


## Send OTP to my registered Mobile number

An OTP will be sent to your registered mobile number with us

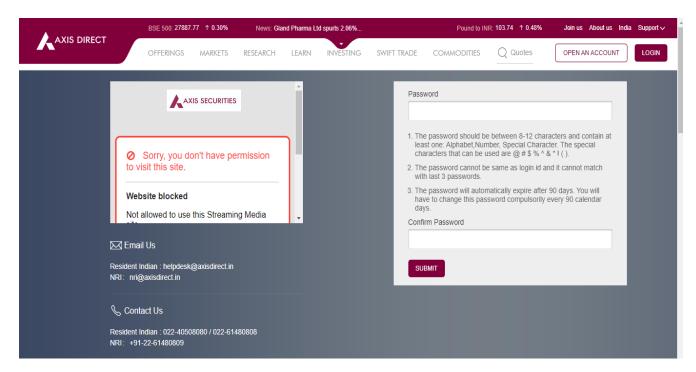


#### Enter the OTP and click on 'PROCEED'

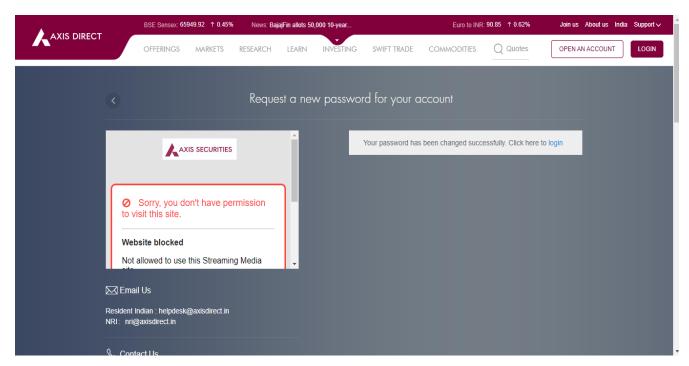




Once you click on 'PROCEED' on the previous screen, the system will ask you enter the new password twice, please generate the new password as per the password policy mentioned on the screen and then click on 'SUBMIT'

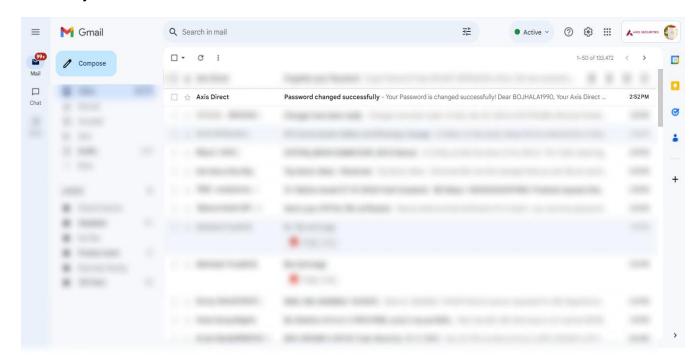


The password is now changed and you can now login using your new password on all the platforms, you would also receive an E-mail on your registered E-mail ID with us informing you about the change

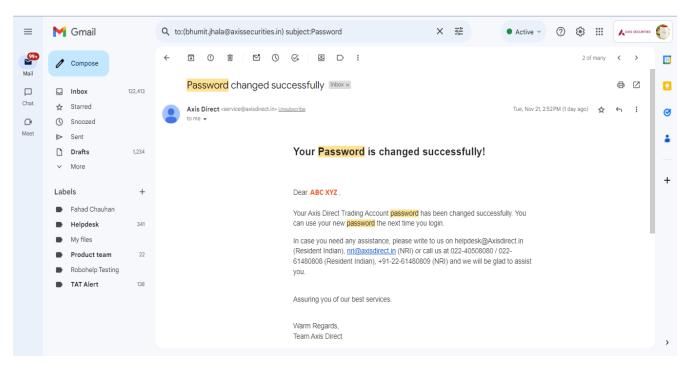




### **Email Subject Line**



## E-mail Sample



## **END**