If you have forgotten your current password, or need a new password for any other reason, follow these instructions to request a new password.

1. On the Sign in screen for your WorldShare interface, click **Set/reset password** (under Sign In button).
2. In the new window, enter your **User Name**.
3. Click **Request new password**. Your current password will not work once you have requested a new one.
4. The email associated with your User Name will receive an email containing a link that lets you reset your password. The link expires in 24 hours.
5. Access your email account, click the link, and reset your password.