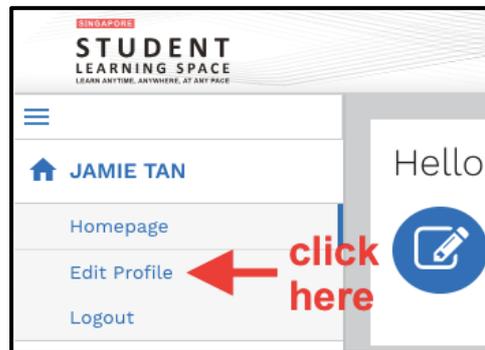


## **SLS EMAIL VERIFICATION EXERCISE**

1. To ensure that all students are able to access the Singapore Student Learning Space (SLS), the school would like you to complete the following:
  - to key in an email address for future password reset, and
  - to verify the email keyed in using the verification code sent
2. To key in an email address for self-serve password reset, access the “**Edit Profile**” page after logging in to SLS.



3. Follow the on-screen instructions to verify the email address. You may refer to **Annex A** for detailed instructions.
4. We would also like to remind students to do the following:
  - to take note of your SLS user ID,
  - to take note of your SLS password,
  - to take note of the answers to the security questions.
5. If you have any difficulty accessing SLS, visit the **SLS Login Troubleshooting page** for ready answers:  
<https://static.learning.moe.edu.sg/UserGuide/login-troubleshooting.html#>
6. For other technical issues not addressed on the SLS Login Troubleshooting page, you can contact SLS Helpdesk at [helpdesk@sls.ufinity.com](mailto:helpdesk@sls.ufinity.com) or 6702 6513 (during operating hours).

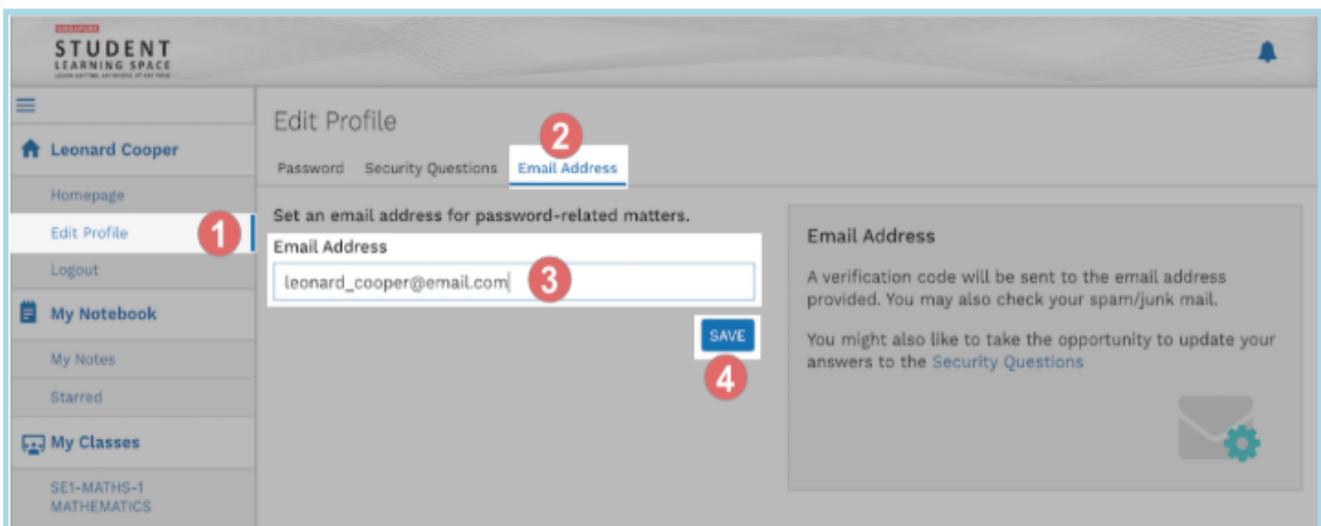
**STEPS TO ENSURE AVAILABILITY OF SELF-HELP RESET OF SLS PASSWORD**

**STEP 1:** Go to SLS login page: <https://learning.moe.edu.sg>. Log in with the User ID and password previously provided.

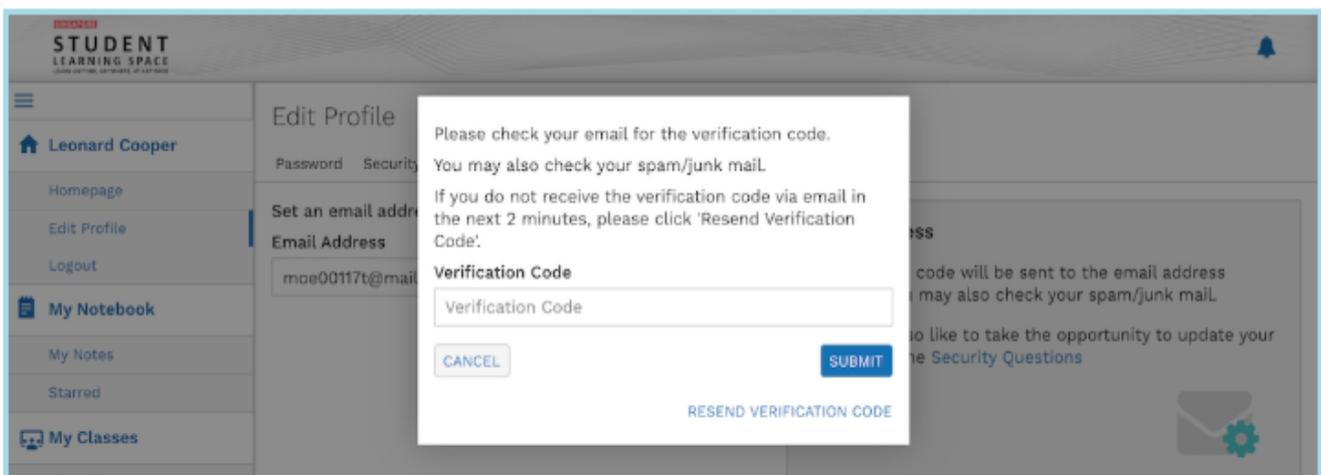
**STEP 2:** Key in and verify an email address for password reset.

You should set a password reset email address in your profile. This will allow you to reset your password through a password reset link if you forget it.

To set your password reset email address:



1. In the sidebar on the left, click on **Edit Profile**.
2. On the **Edit Profile** page, click the **Email Address** tab.
3. In the "Email Address" field, enter your email address.
4. Click **Save**.
5. An email with a verification code will be sent to your email address.



6. Enter the verification code into the pop up box.

### STEP 3: Take note of your answers to the security questions.

Your answers to the security questions will be used to verify your identity and reset your password if you forget it.

You should choose answers that are easy to remember and update them regularly.

	Question	Answer
1	What is your favourite animal?	dog
2	What is your favourite colour?	green
3	What is your favourite sport or hobby?	badminton

1. In the sidebar on the left, click **Edit Profile**.
2. On the **Edit Profile** page, click the **Security Questions** tab.
3. Enter your new answers to the security questions in the respective fields.
  - You must answer all the questions.
  - You must not use the same answer for different questions
4. Click **Save**.