

How to Reset User ID

1. To obtain your User ID, click on the "Forgot Your User ID/Password?" link on the ADP login page.

	Engl	ish (US) 🗸
	Log in to ADP	
USER ID *		
John		
PASSWORD *		
Remember	er User ID	
	LOG IN	
E	FORGOT YOUR ID/PASSWORD?	
First	ime User? REGISTER NOW	

2. Enter your legal first and last name exactly as shown on your paycheck. You will be required to enter either the email address or mobile phone number associated with your account.

ist name'	
ist name.	
loe	
nd at least one of these" 🚱	
nail address	
ohn.doe@organizationxyz.com	
obile phone number	
Jnited States +1	1
	_
oblie phone number Inited States +1	

3. Upon successful verification, your user ID will be displayed.





How to Reset Password

- 1. Select the "I don't know my password" option and choose a delivery option to receive a security code.
- 2. You will have 15 minutes to enter the code in the designated area.

Sand Code	u want to send the security code and click
Send Code.	
humany	company com
,	
	SEND CODE
Enter your secu	rity code here in 13:59
244786	
I don't have acc	ess to any of these emails/phones

3. Instructions will appear to guide you on creating a new password.

