Password Reset for Facebook

May 14, 2020
Version 1.0

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Overview

The purpose of this document is to guide you through the process of resetting your password for Facebook.

To reset your password for Facebook, you can either do it using the website on your computer, or via the Facebook App using your phone or tablet.

Reset Password from your Computer

To reset your password for Facebook using your computer do the following:

1. Click on https://www.facebook.com and enter your email address or phone number (Whichever you usually use to log in with) then click the Log In button
2. You will now see a screen with options to reset your password, click the circle next to the **Send code via email** option, then click **Continue**

3. Next you will see the “**Enter security code**” screen, enter the code from your email then click **Continue**
4. Next you will see the “Choose a new password” screen, enter a password and make a note of it somewhere then click **Continue**

5. You will now be prompted to sign out of other devices (recommended). Click the circle next to **Log out of other devices** then click **Continue**

6. You will now be logged into the facebook app.
Reset password using the Facebook App

To reset your Password using the facebook app on your phone or tablet do the following:

1. Open the facebook app
2. Click on your photo as shown below
3. Click on **Forgot Password?**
4. Your email address should now appear and your Facebook profile picture. Click Continue to send a reset code to your email address.
5. Next enter your reset code (from your email) then click Continue. If you didn’t receive the code click Send Code Again.
6. Next you will be prompted to log out of all devices (recommended). Click the circle next to **Log me out of other devices** then click **Continue**
7. You will now be prompted to create a new password – Note it must be a combination of at least six numbers, letters and punctuation marks. Make a note of your password and then click **Continue**

8. You will now be logged into the facebook app.