

## Office365 密碼重設說明

登入網址:<http://365.niu.edu.tw>

1:登入 office365 宜蘭大學帳號,並點選**下一步**

範例: [學號@365.niu.edu.tw](mailto:學號@365.niu.edu.tw)



The screenshot shows the Microsoft login page. At the top left is the Microsoft logo. Below it, the word "登入" (Login) is displayed in large, bold black characters. Underneath, there is a text input field containing the placeholder text "xxxxx@365.niu.edu.tw". Below the input field, there are two links: "沒有帳戶嗎? [建立一個吧!](#)" and "無法存取您的帳戶嗎?". At the bottom right, there is a blue button with the text "下一步" (Next), which is highlighted with a red rectangular border.

2.點選**忘記密碼**



The screenshot shows the Microsoft password reset page. At the top left is the Microsoft logo. Below it, there is a back arrow icon followed by the text "學號@365.niu.edu.tw". The main heading "輸入密碼" (Enter Password) is displayed in large, bold black characters. Below this, there is a text input field with the placeholder text "密碼". At the bottom left, there is a blue button with the text "忘記密碼" (Forgot Password), which is highlighted with a red rectangular border. At the bottom right, there is a blue button with the text "登入" (Login).

### 3.輸入圖形驗證碼之後請點選下一步

Microsoft

## 重新進入您的帳戶

您是誰?

若要復原您的帳戶，請先輸入電子郵件或使用者名稱，及下方圖片或音訊中的字元。

電子郵件或使用者名稱:

範例: user@contoso.onmicrosoft.com 或 user@contoso.com

圖形驗證碼,請輸入下方欄位

輸入完畢後並點選下一步

輸入圖片中的字元或音訊中的單字。

### 4. 點選電子郵件會發送驗證碼至 學號@ems.niu.edu.tw Google 信箱 如 Google ems 信箱無法登入,請參照 國立宜蘭大學 ems 信箱密碼重設說明

Microsoft

## 重新進入您的帳戶

驗證步驟 1 > 選擇新密碼

請選擇我們應該用於驗證的連絡方式:

寄電子郵件到我的備用電子郵件地址

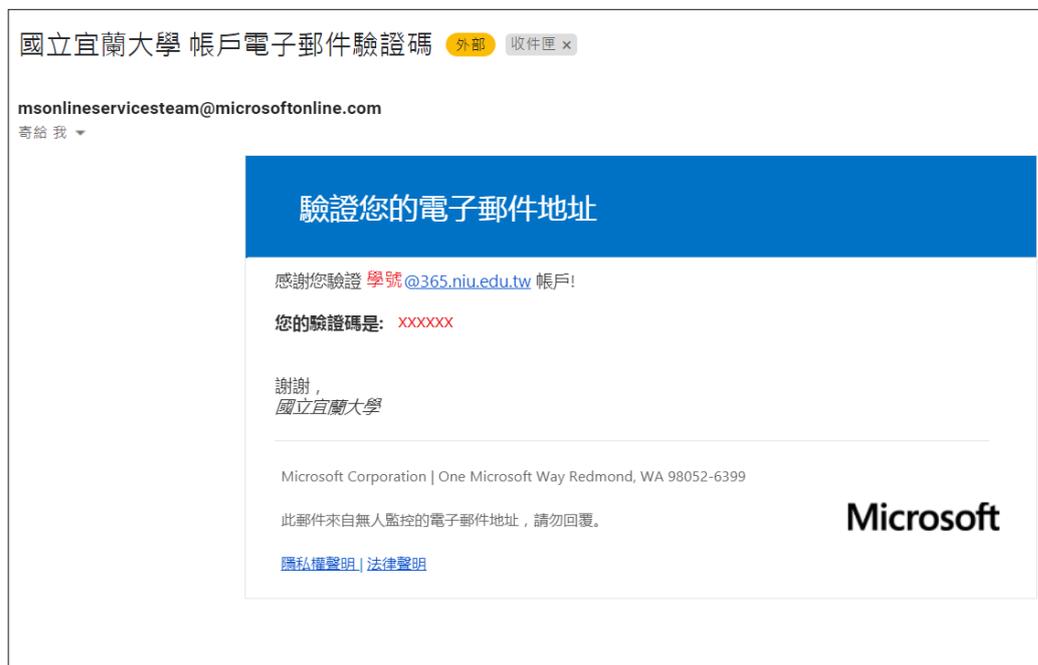
您將會在備用電子郵件地址 ( 學號 @ems.niu.edu.tw ) 收到一封包含驗證碼的電子郵件。

電子郵件

點選電子郵件會發送驗證碼至  
學號@ems.niu.edu.tw Google信箱

## 6.至 [學號@ems.niu.edu.tw](mailto:學號@ems.niu.edu.tw) 信箱收取驗證碼信件

主旨:國立宜蘭大學帳戶電子郵件驗證碼



## 6.輸入驗證碼後下一步



7.輸入新密碼後按下完成即可

密碼複雜度需符合大小寫+數字+符號 8 碼以上即可



The screenshot shows the Microsoft account password change interface. At the top left is the Microsoft logo. Below it is the heading "重新進入您的帳戶" (Sign in to your account). Underneath is the progress indicator "驗證步驟 1 ✓ > 選擇新密碼" (Verification step 1 ✓ > Choose new password). The main content area contains two input fields: the first is labeled "\* 輸入新密碼:" (Enter new password) and the second is labeled "\* 確認新密碼:" (Confirm new password). Below the first input field is a "密碼強度" (Password strength) indicator. At the bottom of the form are two buttons: "完成" (Done) in a blue box and "取消" (Cancel) in a light blue box.

8.密碼變更完成



The screenshot shows the Microsoft account password change completion screen. At the top left is the Microsoft logo. Below it is the heading "重新進入您的帳戶" (Sign in to your account). Underneath is a green checkmark icon followed by the text "您的密碼已重設" (Your password has been reset). Below this is a link that says "若要使用新密碼登入，請按一下這裡。" (To sign in with your new password, click here.).

上述服務使用上如有任何問題，請與資訊網路組(分機 7126～7129、7112)聯繫