Self-Assessment Tool

How-To Guide

How to Reset Your Password

This guide is one in a series developed to support federation staff in using and delivering the Self-Assessment. Each guide focuses on a specific task or function. Whether you're new to the tool or seeking a refresher, our clear, step-by-step instructions will help you integrate the Self-Assessment seamlessly into your services and maximize its value for your member co-operatives.

Step-by-Step Instructions

Forgot your Password

When logging in, click 'Forgot Password'.
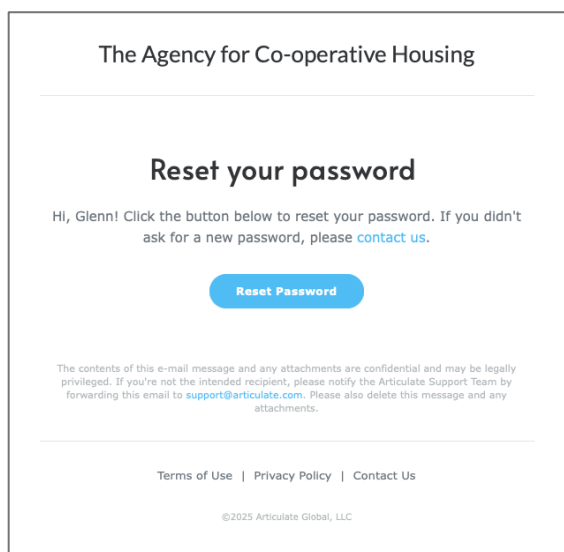

Enter your email address and click 'Request Reset Link.'

You will receive an email that looks like this.

Click on 'Reset Password'
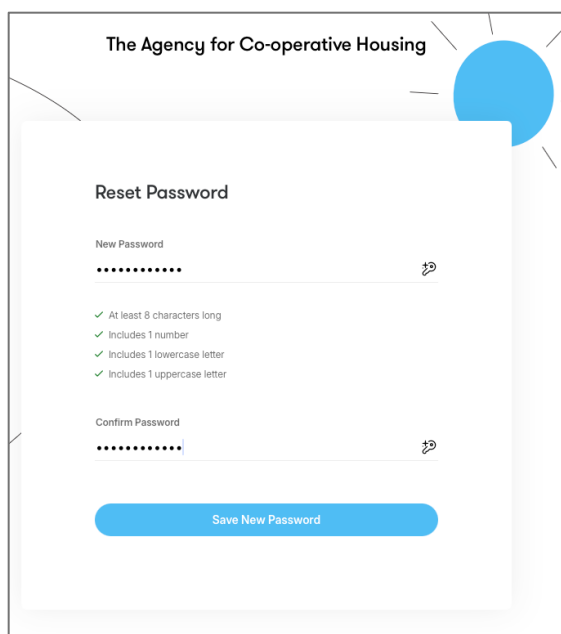
Enter your new password and click 'Save New Password'

You will be presented with the login screen.

Please contact Agency Support at helpdesk@agency.coop for more information.