WEFO Online Training Module – Contact Management

Changing a Password

Please Use The Down Arrow On Your Keyboard
To Progress Through the Screens.

Aim

This presentation is to assist users with the process of how to change their WEFO Online password.

Changing Password

Once you have been provided your password for WEFO Online, for security reasons, it is advisable to change it and to not share that password.

WEFO Website

Navigate to http://gov.wales/funding/eu-funds/wefo-online/ and select the "WEFO Online" link from the centre of the window.

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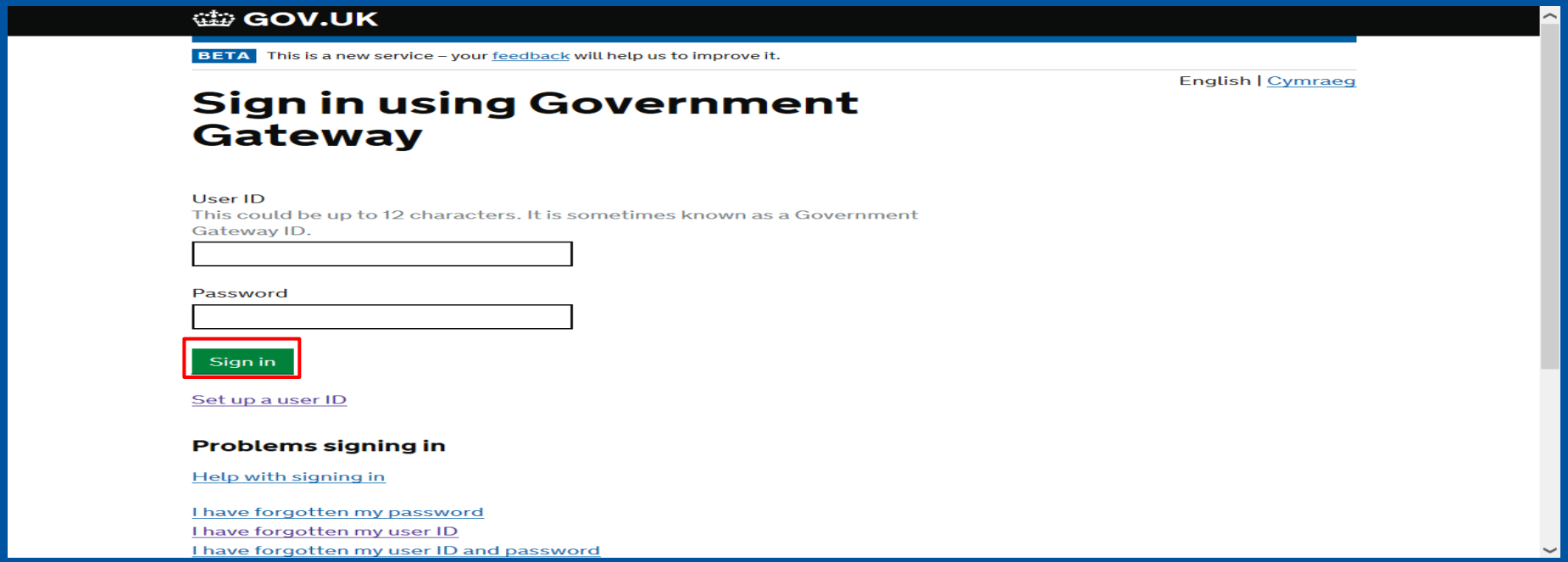
Government Gateway Login

From the Government Gateway login screen, enter your details and select 'Sign in'



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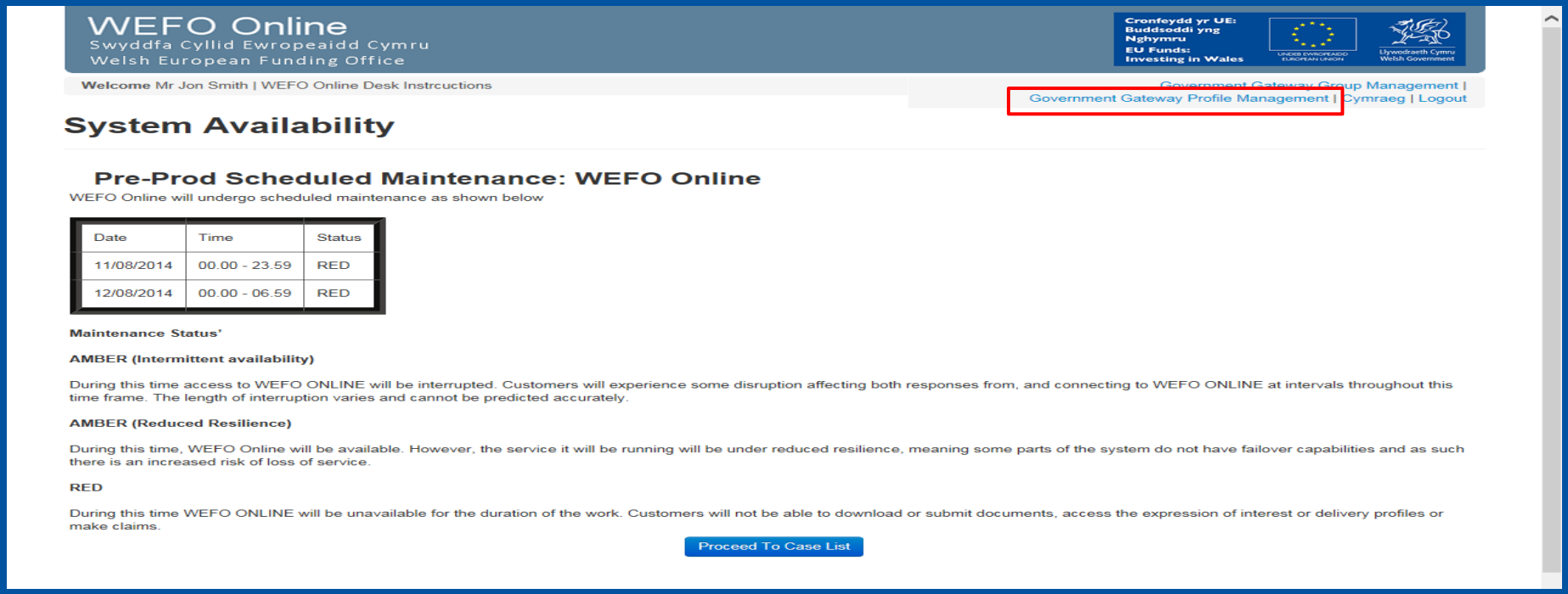
WEFO Online

Once logged into WEFO Online select the 'Government Gateway Profile Management' link.



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Government Gateway Profile Management

You will be directed to Government Gateway, displaying your details. From here select the ‘Change’ link opposite ‘Password’.

GOV.UK

Sign out

BETA This is a new service – your feedback will help us to improve it.

English | Cymraeg

Your Government Gateway details

Changes you make here will not affect other online government services you use.

Full name		Change
Email address		Change
Password	**********	Change
Recovery word	**********	Change

Added on: 27 September 2018
Last signed in: 27 September 2018

Get help

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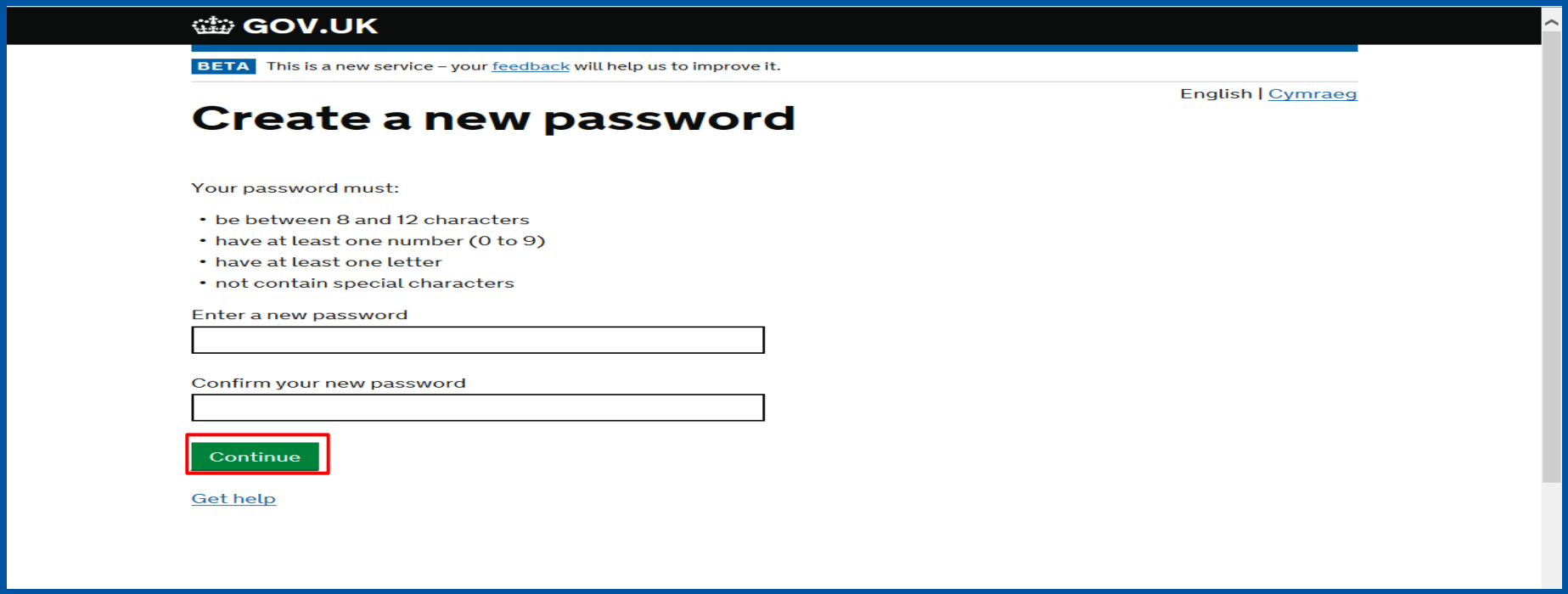
Create a New Password

You will now be asked to enter a new password. Following the parameters on screen, enter a new password and then select ‘Continue’



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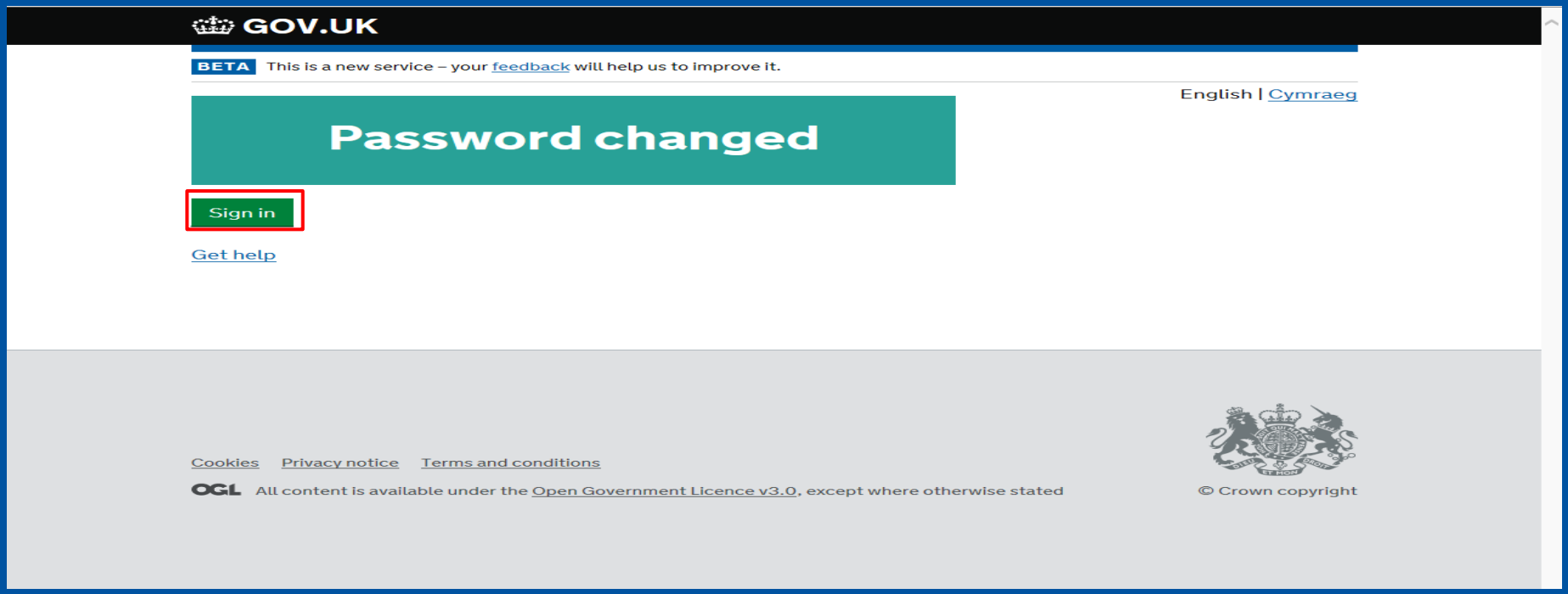
Password Changed

Your password is now changed. Select ‘Sign in’ to be directed back to the login screen.



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Further Assistance

If you require further assistance with this function please contact either:

Your Project Development Officer

Or

WEFO.PPIMS@gov.wales

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Diolch yn Fawr

Thank You

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