Instructions to Reset Alumni Hub Password
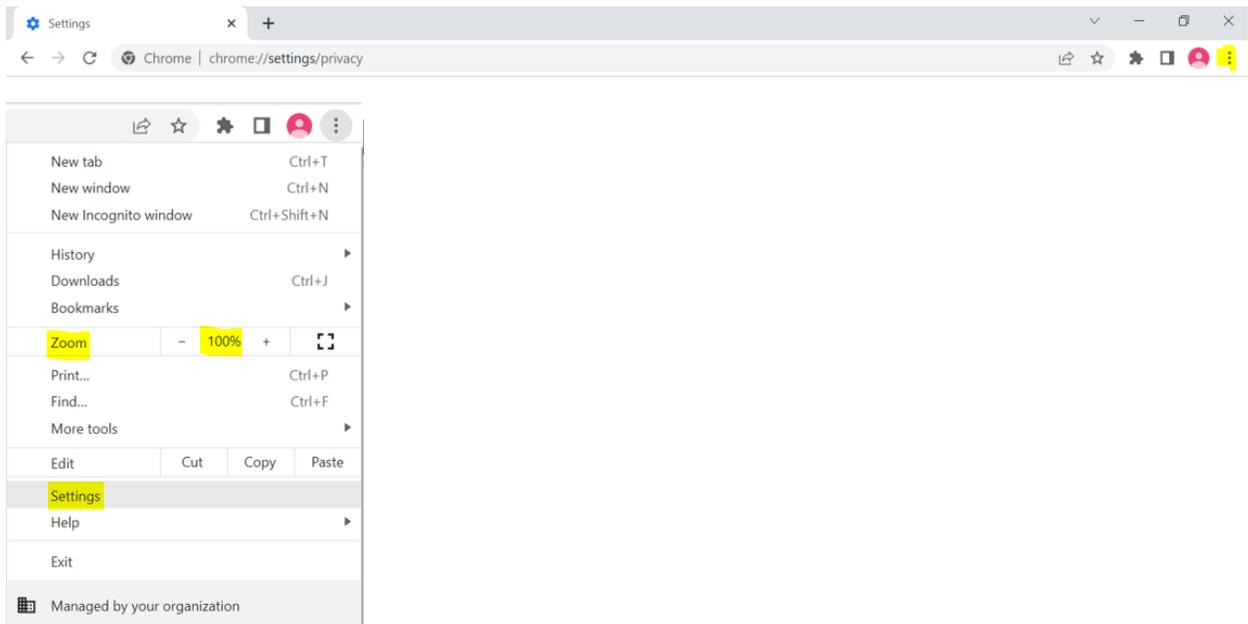
To reset password, please follow all steps in order including clearing cache/cookies and disabling pop-up blockers
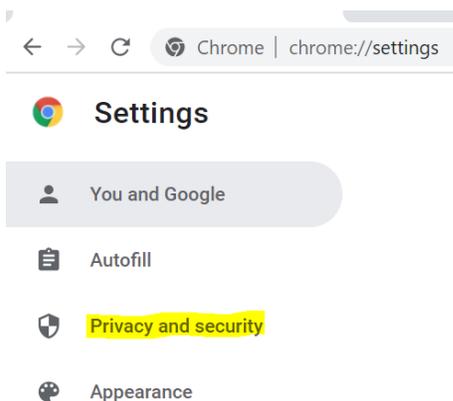
Clearing Cache/Cookies

1. Open the **Chrome** browser

2. Click on the **'three configuration dots'** at the top right-hand of the window and set the **"Zoom"** at 100% Select the option **"Settings"**.


3. From the menu on the left select the option **"Privacy and Security"**.

4. Under the **"Privacy and Security"** header, please choose the **"Clear browsing data"** option at the top, make sure the **"Advanced"** option is selected.

Clear browsing data
Clear history, cookies, cache, and more

5. Check the boxes for the **first 4 options** (Browsing history, Cookies, Download history, cookies and other site media, Cached images and files)

6. Set the "**Time range**" option to **"All time"** to finally click on the **"Clear data"** blue tile, it may take a few moments to clear.
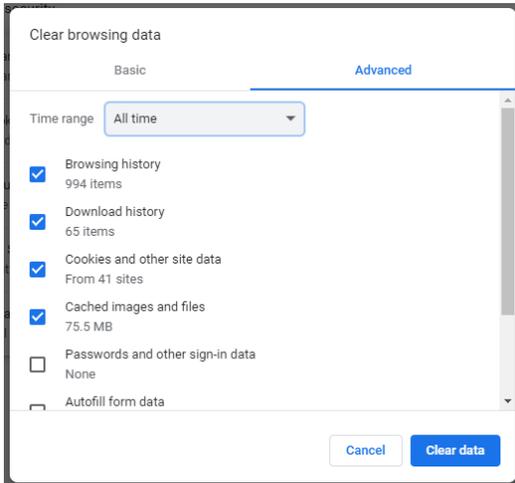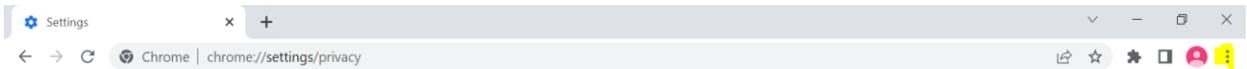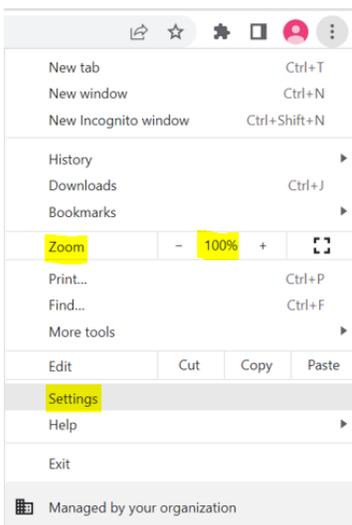

Disable pop-up blockers
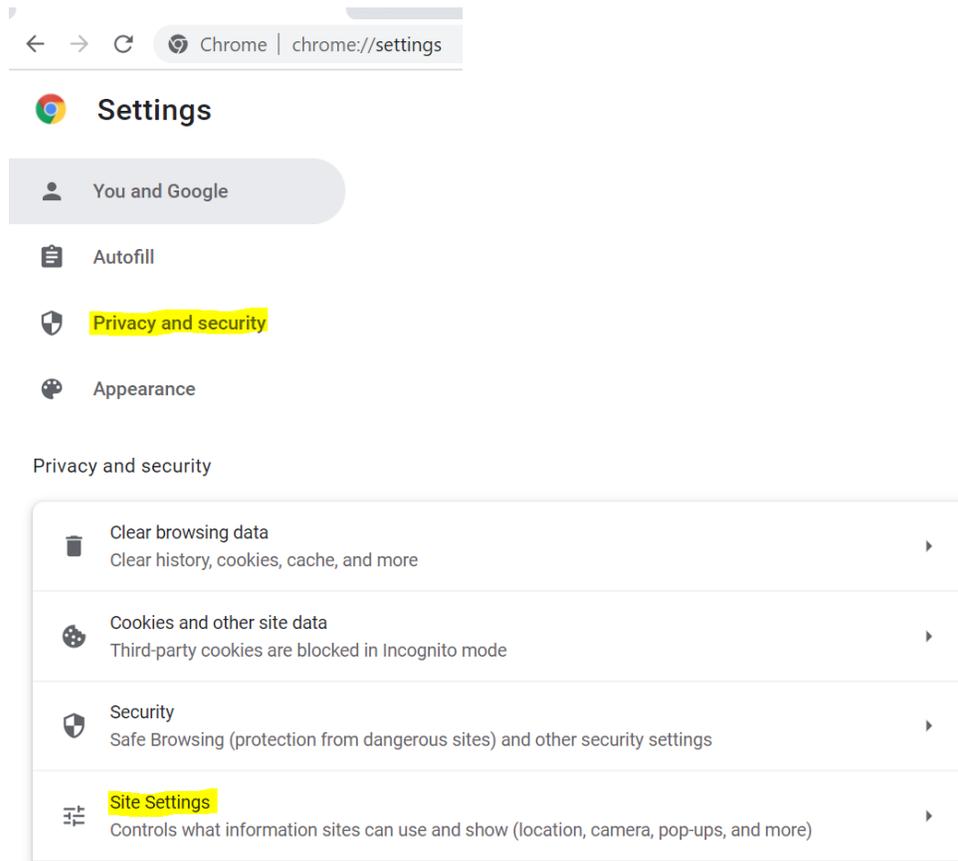
1. Open **Chrome** browser

2. Click on the Settings icon **(3 configuration dots)** at the top right-hand side of the screen.
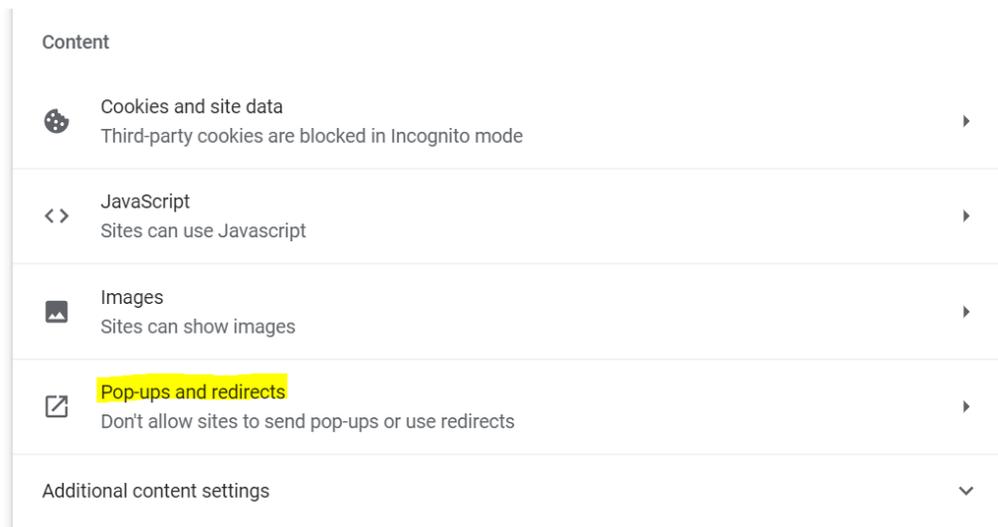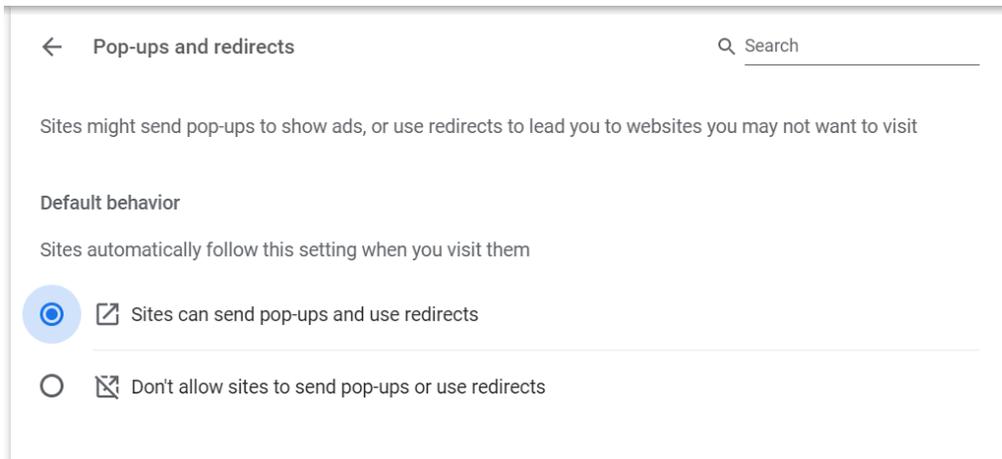

3. Go to the **"Settings"** menu.

4. Under the "**Privacy and Security**" header, please choose the "**Site settings**" option at the bottom.

5. Once the menu opens, go to the **bottom** of the options, under the **"Content" header** open the "**Pop-ups and Redirects**" option, from the two options under "**Default behavior**", select the one that says "**Sites can send pop-ups and use redirects**".

← Pop-ups and redirects   🔍 Search

Sites might send pop-ups to show ads, or use redirects to lead you to websites you may not want to visit

Default behavior

Sites automatically follow this setting when you visit them

🔘 ⬀ Sites can send pop-ups and use redirects

⭕ ⬀ Don't allow sites to send pop-ups or use redirects

6. Close all Chrome sessions and open a new session.

Login to Alumni Hub

1. Login to https://honeywell.service-now.com/
2. Click on *FORGOT PASSWORD* link.

Honeywell

Sign In

Username / Email ⓘ

[   ]

Password

[👁]

☐ Remember Me

| SIGN IN | CREATE AN ACCOUNT |

FORGOT PASSWORD

Terms & Conditions | Privacy Statement | Cookie Notice

3. Enter your personal email address.
4. Click on *CONTINUE *button.

Honeywell

Forgot Password

Enter your username / email to reset your password.

Username / Email ⓘ

[example@gmail.com]

CONTINUE

I REMEMBER MY PASSWORD

Terms & Conditions | Privacy Statement | Cookie Notice

5. Enter *Validation Code* from email.
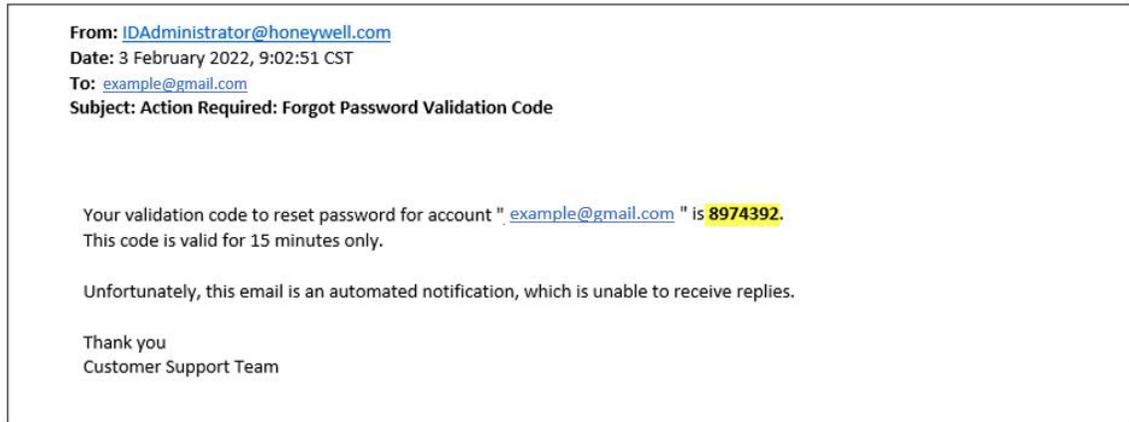
6. Enter *New Password* and *Confirm Password *(*it should be the same*).
7. Click on *UPDATE* button.