# How to Register your myID Security Questions

## Summary
1. Login to myID
2. Setup your challenge questions

<table>
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**Note:** If you are using a MCPS computer be sure you are logged into the computer as yourself |
| 2. Click “Register for Password Self Service” | |
| 3a. **MCPS computers:** | Click Next  
myID Registration:  
Registering your password allows you to quickly reset it if you ever forget it. This self-service feature is enabled once you complete a series of security questions.  
Click ‘Next’ to update your security questions. |
| 3b. **Personal (non-MCPS) computer:** |  
Do not check this  
a) If using Internet Explorer click “use another account”  
b) Enter your Outlook user name preceded by mcpsmd\ (example – mcpsmd\smithjoh)  
c) Enter your current Outlook password  
d) Click OK  
e) Click Next  
myID Registration:  
Registering your password allows you to quickly reset it if you ever forget it. This self-service feature is enabled once you complete a series of security questions.  
Click ‘Next’ to update your security questions.
4. Enter Outlook password

Enter your current myID password below, then click ‘Next’.

(logged in as: MCPSMD\scotjd07)

Password: [Input field]

Next  Cancel

Click Next

5. Answer at least 3 challenge questions

myID Registration: Register answers to your security questions.

You must answer at least 3 questions to register.
Each answer must contain at least three characters, and no two answers may be the same.

What is your mother’s maiden name?

In what city or town was your first job?

What did your mother’s father do for a living?

What was the name of your first pet?

What is your mother’s middle name?

What was the color of your first car?

What was your childhood nickname?

What was the name of the school you attended at age 8?

The responses you provide are stored by MCPS in a secure manner and can only be read

Next  Cancel

Click Next and you will see a message saying you are now registered.

If you have questions or comments, please contact the MCPS Technical Help Desk at 301-517-5800 or email us helpdesk@mcpsmd.org. Thank you!