

How To Reset Your FireLight Password

1. Enter the Username or email associated with the account. Then click the Lost your password? link indicated with the red arrow below.

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| Password | | |
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| 🗌 l'm a human. | | |
| Remember Me | Log In | |
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- 2. This triggers an email to be sent to the address used for setting up the FireLight account. The email usually arrives within 3 to 5 minutes.
- The user should look for an email from <u>InSource@insourcemg.com</u>. It often gets caught in spam filters, so be sure to check all junk and spam folders. The email subject line is [InSource]: Password Reset.
- 4. Here's a sample of the email the user receives with the link to reset the password:



Have more questions? Visit our FireLight Training Center for helpful training videos!

Email: Info@insourcemg.com Website: insourcemg.com Phone: 800.732.1489