## Are you having Password trouble with SenditCertified for Outlook?



Before you send a SecurePackage in SenditCertified for Outlook, you need to establish a secure connection with your SenditCertified account. The **"Password"** is the same password used to access your web account and it is also **CASE SENSITIVE**.

SenditCertified for Outlook		×
Username	Password	
john.smith@choosecarolinas.com	****	Login
🔽 Remember Username		
Sign in failed. Try ag	gain.	
SecurePackage 1 Recipient 2 Attachments		
Advanced Settings ( Optional )		
<b>SenditCertifi</b> ed <sup>*</sup>	Help	Close

If **"Sign in Failed**" is displayed it is likely a typo or case setting for one or more of the characters for the account password. It is best to retry the password when this message is displayed.

*Note:* If you cannot authenticate and Login, SenditCertified recommends that you follow the reset password process to ensure you use the exact password in SenditCertified for Outlook moving forward.

https://privacydatasystems.zendesk.com/entries/20002783



Once you have reset your password please try again to login to SenditCertified for Outlook. Upon successful login a message will be displayed to indicate a **"Logged in"** status, so you can now send your SecurePackage.