

Step 01

Please open an incognito/private browser window and go to portal.office.com

Step 02

Click on the 'Can't Access Your Account?' link below the sign in and make sure to select Work or School Account.

Step 03

You will need to authenticate your account by cell phone or email. You will be prompted to enter in your cell phone number or personal email address. Once you receive the code, you will enter that in to get to the reset password page.

Step 05

Please allow a few minutes for the password to update in our system. If you are getting wrong password error, try again in 15-30 minutes.



Help Desk Knowledge Base

Resetting your TriaFed Password

Step 06

Password Requirements:

- Must have 1 Upper and Lowercase letter
- Must have 1 number
- Must have 1 special character
- Minimum 16 characters long
- Cannot have a sequence of letter/number (abcde... or 12345...)
- Cannot have 3 of the same character in a row (111... or aaa...)
- Cannot be changed multiple times in 48 hours.

If you are stuck and in need of assistance please submit a help desk ticket to HELPDESK@TRIAFED.COM and a technician will reach out.