How to verify or reset your PIN code

1	Log into the FacStaff uniFLOW Online tenant **https://cccfacstaff.us.uniflowonline.com/** by selecting **Continue with CCCFacStaff** **Sign-in with your SSO login.**	
2	Select the **Dashboard** tab	
3	Highlight the **PIN** row under *Identities* Place cursor to the end of row to select the 3 dots **•••** to select either: **Show PIN code** or **Delete identity*** *If you delete identity, move forward to Step 4	
4	To re-issue a new PIN code, select +**Add Identity**	
5	Select **PIN** from the *Identity type* drop-down Select **Save**	
6	uniFLOW Online sends end user an email with new PIN code.	