Academia Fenternet

User Manual

How to recover the password?

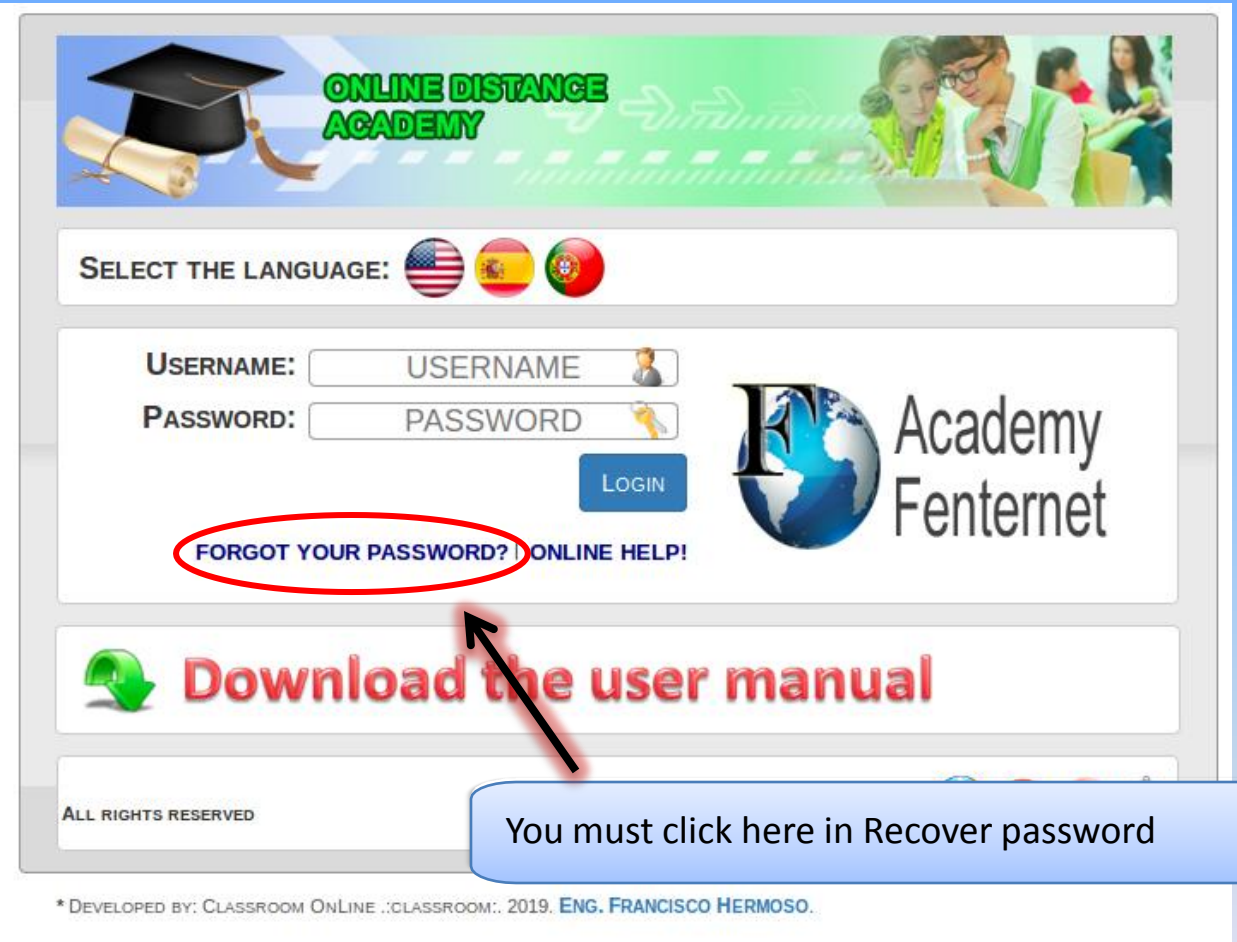
How to contact the administrator?

How to change the language to the system?

Virtual Classroom online

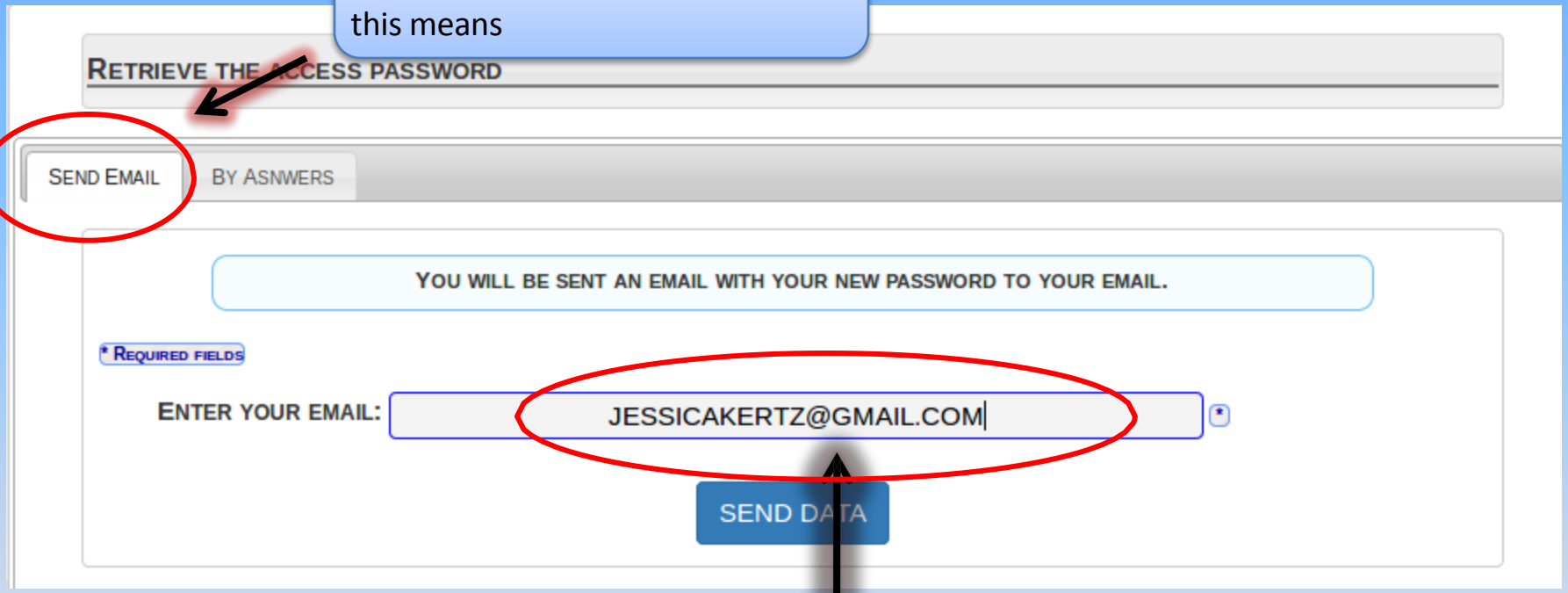
How to recover the password?

Step 1



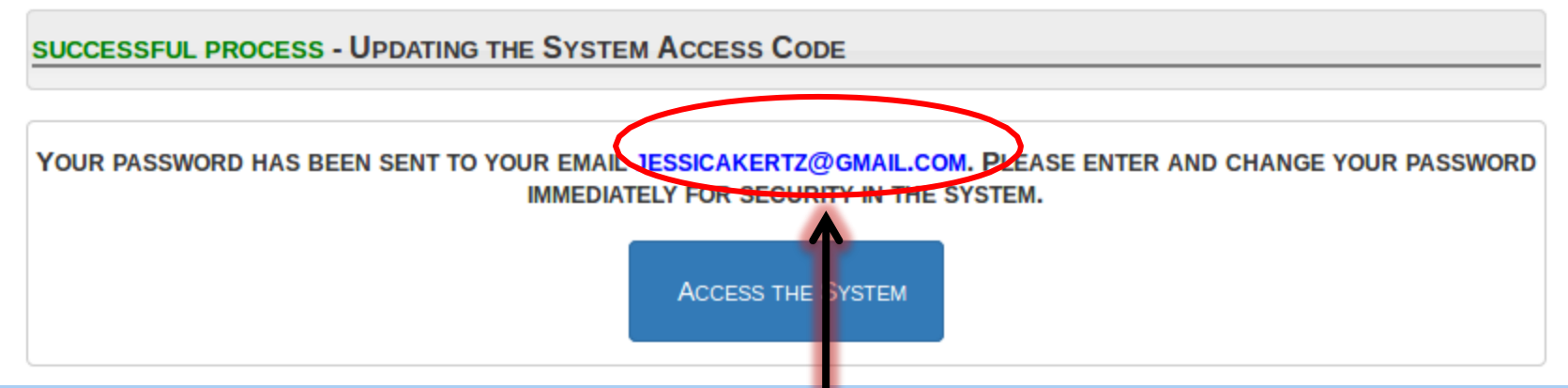
Step 2

You can recover your password by sending an email to receive it by this means



Place your email that you register in your Registration so you can receive your new password.

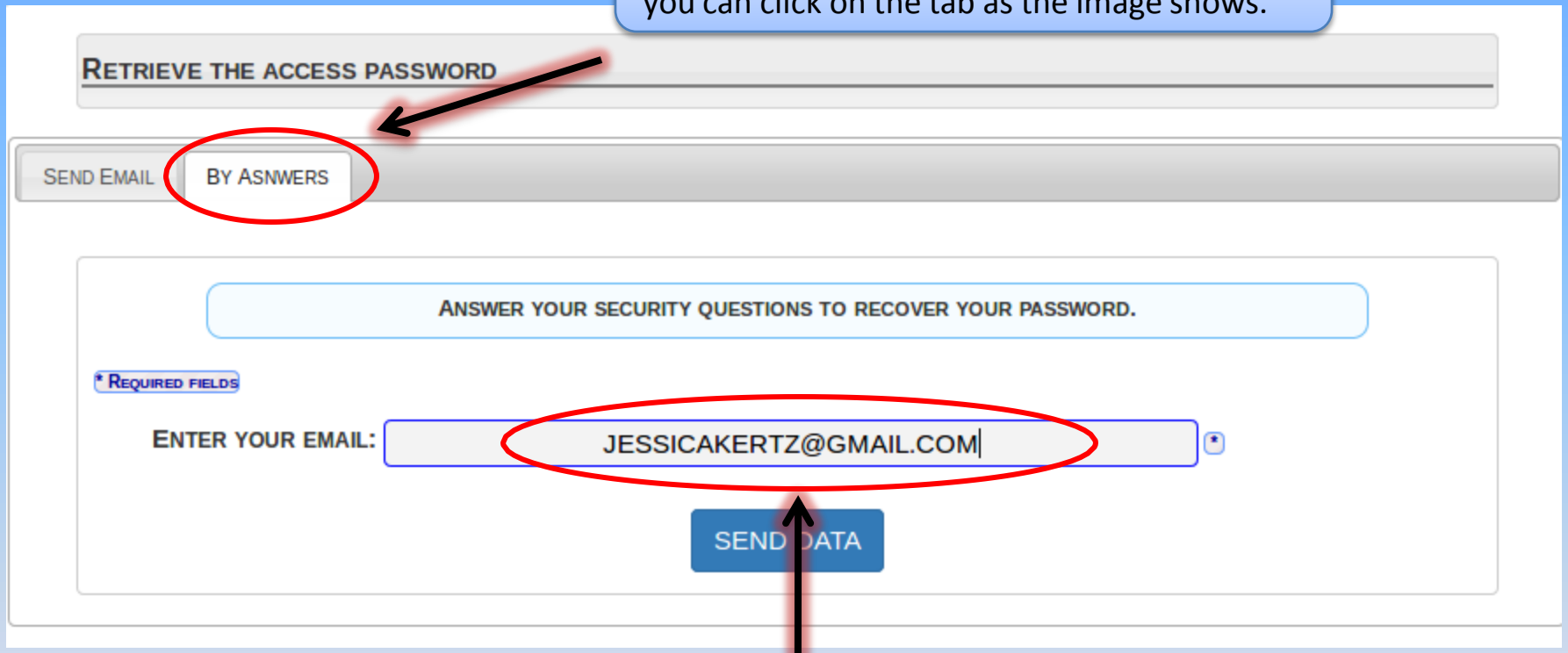
Step 3



Once the email is sent, the successful process will be shown

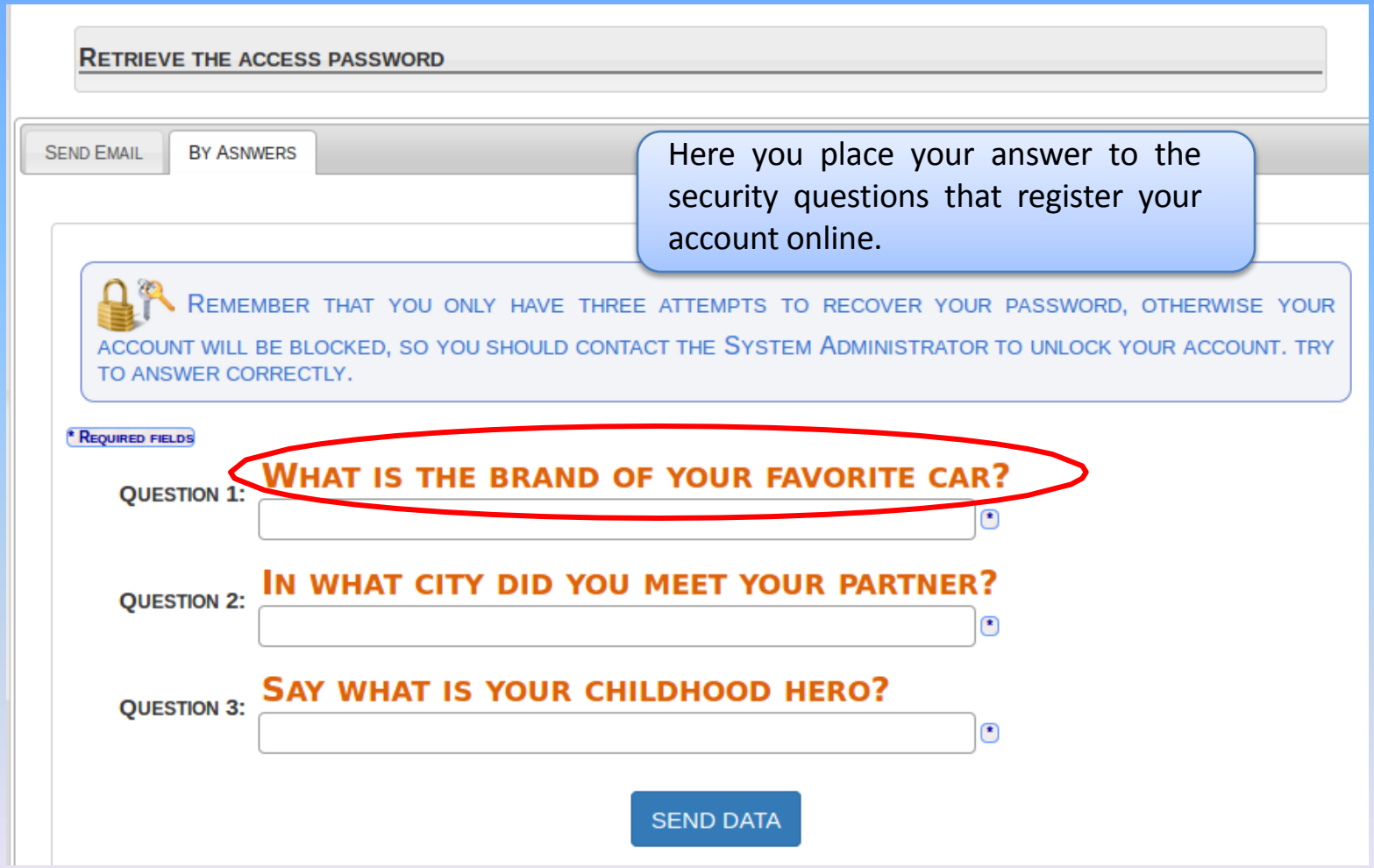
Step 4

This is another way to recover your password, you can click on the tab as the image shows.



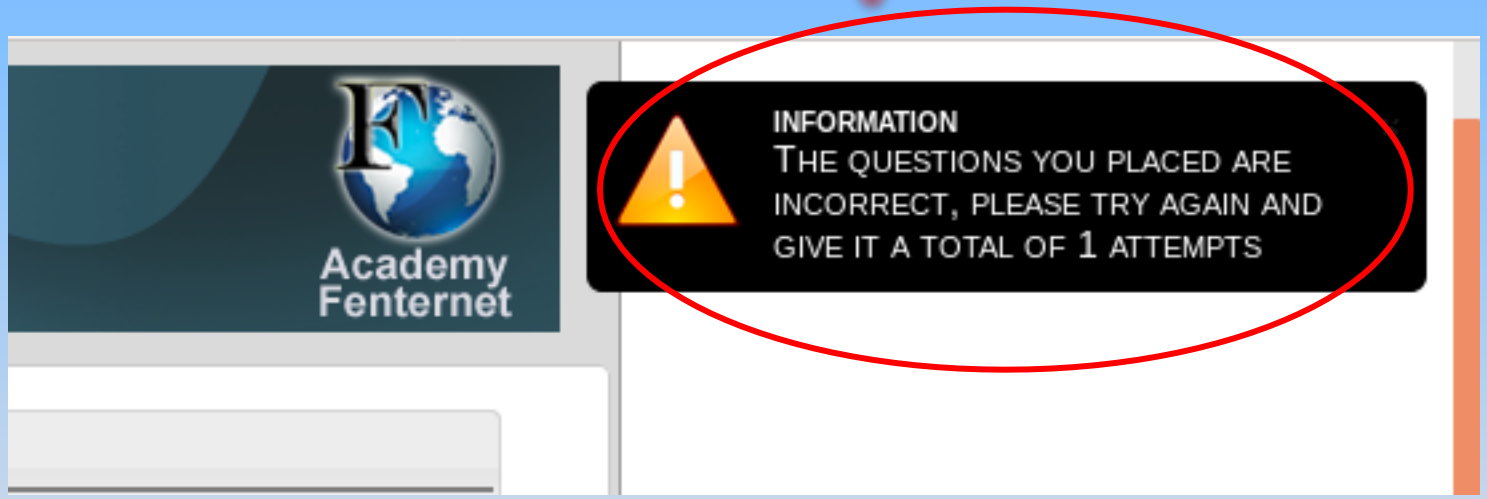
Place your email that you register in your Registration so you can receive your new password.

Step 5


RETRIEVE THE ACCESS PASSWORD
SEND EMAIL
BY ASNWERS
Here you place your answer to the security questions that register your account online.
REMEMBER THAT YOU ONLY HAVE THREE ATTEMPTS TO RECOVER YOUR PASSWORD, OTHERWISE YOUR ACCOUNT WILL BE BLOCKED, SO YOU SHOULD CONTACT THE SYSTEM ADMINISTRATOR TO UNLOCK YOUR ACCOUNT. TRY TO ANSWER CORRECTLY.
* REQUIRED FIELDS
QUESTION 1:
WHAT IS THE BRAND OF YOUR FAVORITE CAR?
QUESTION 2:
IN WHAT CITY DID YOU MEET YOUR PARTNER?
QUESTION 3:
SAY WHAT IS YOUR CHILDHOOD HERO?
SEND DATA

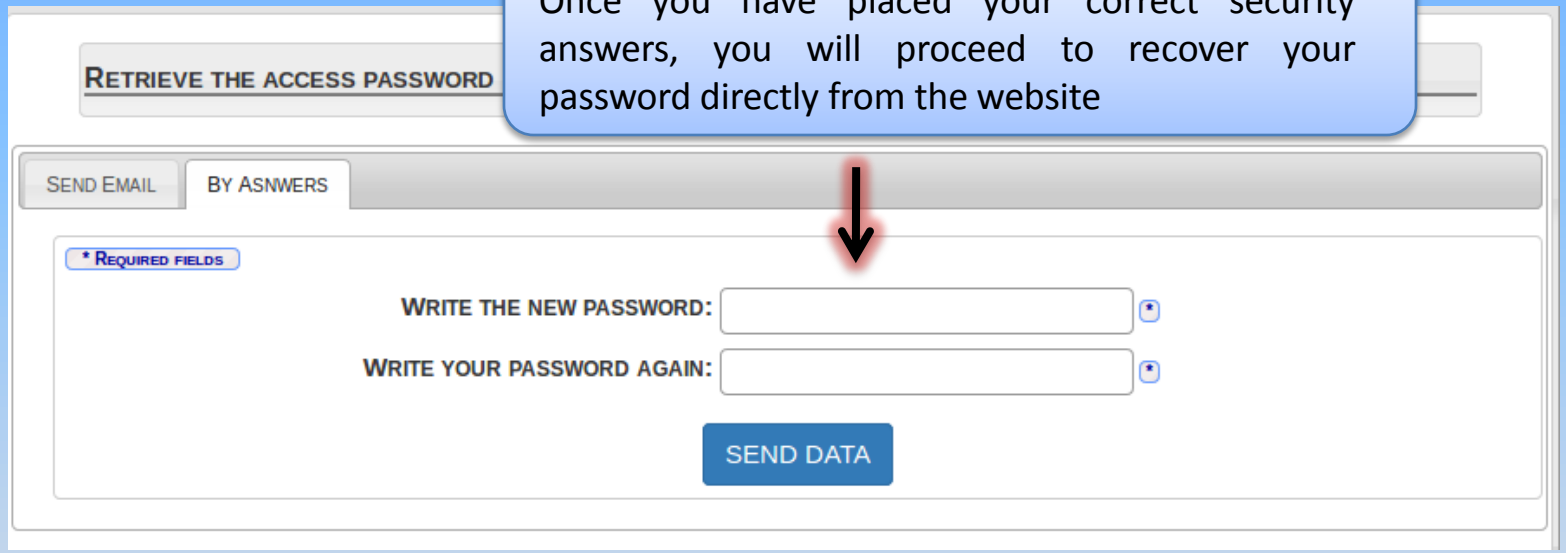
Step 6

Remember that you only have three attempts to recover your password, if you place more of the above, your account will be automatically blocked and you must contact the system administrator to unblock it.

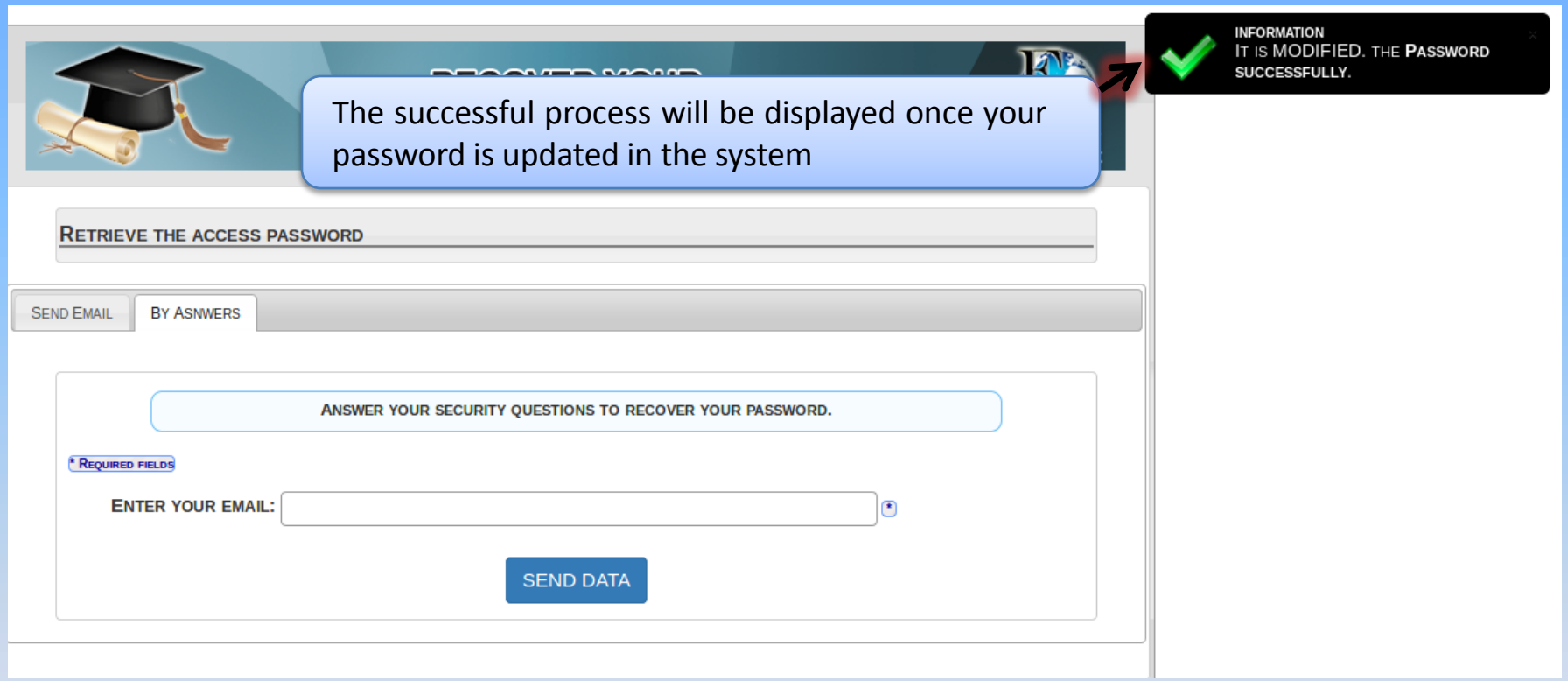


Step 8

Once you have placed your correct security answers, you will proceed to recover your password directly from the website

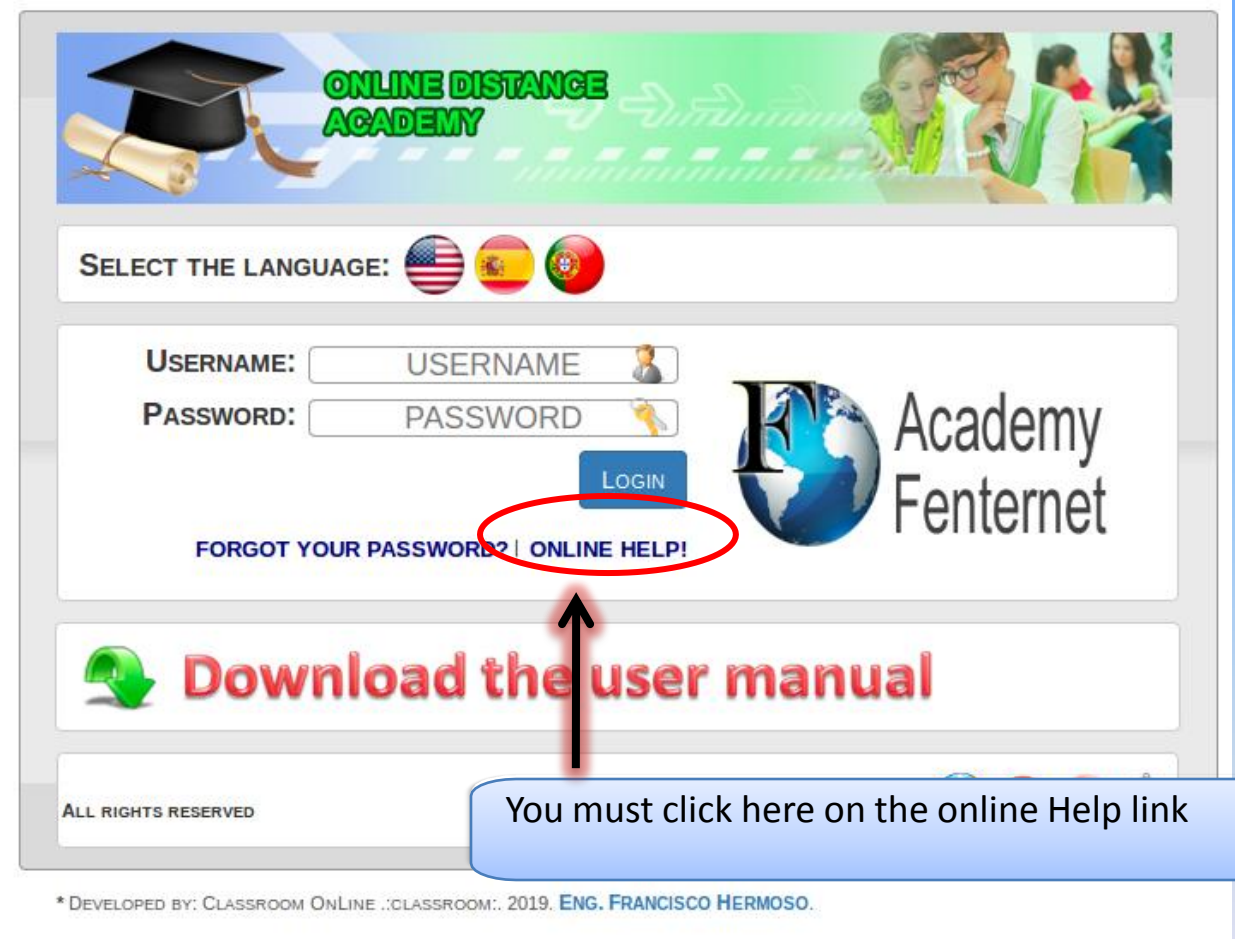


Step 9


The successful process will be displayed once your password is updated in the system
INFORMATION
IT IS MODIFIED. THE PASSWORD SUCCESSFULLY.
RETRIEVE THE ACCESS PASSWORD
SEND EMAIL
BY ASNWERS
ANSWER YOUR SECURITY QUESTIONS TO RECOVER YOUR PASSWORD.
* REQUIRED FIELDS
ENTER YOUR EMAIL:
SEND DATA

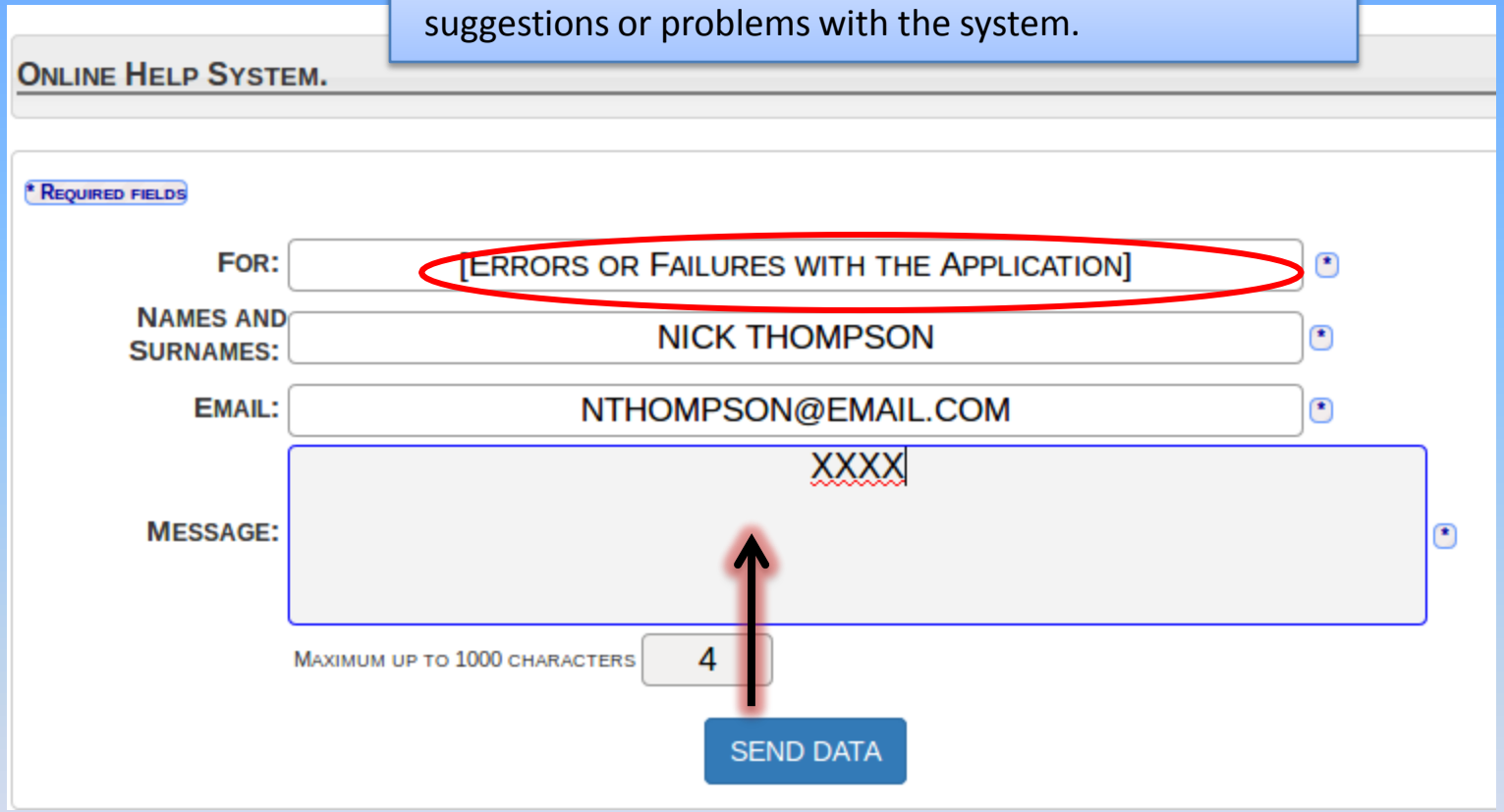
How to contact the administrator?

Step 1

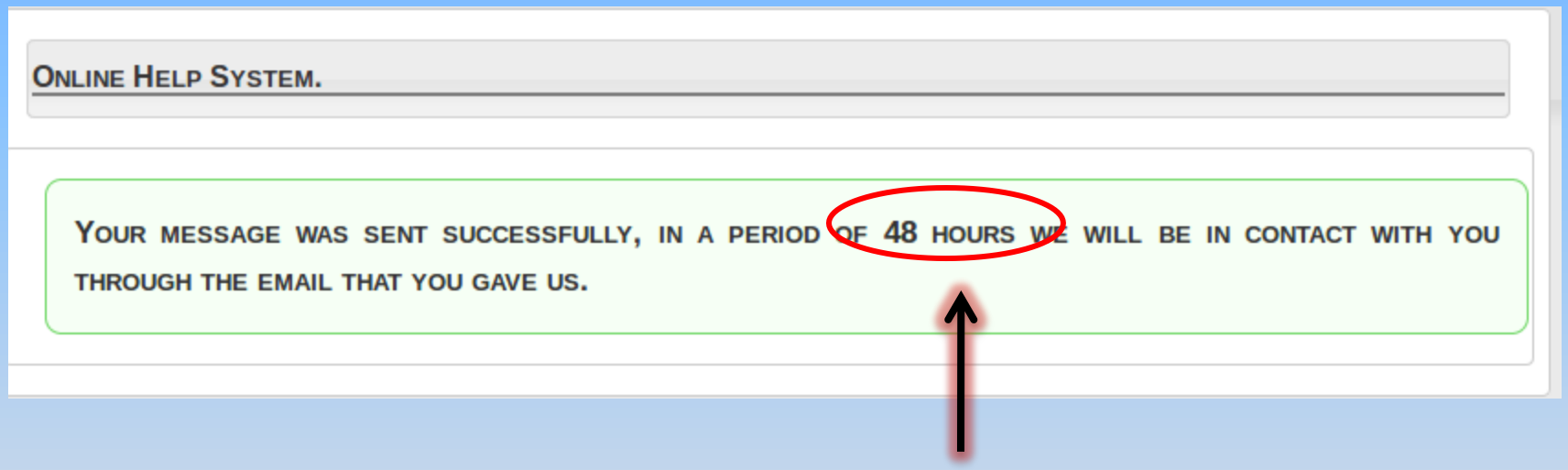


Step 2

You must fill in all the fields shown to be received by the system administrator, you can place your concerns, suggestions or problems with the system.



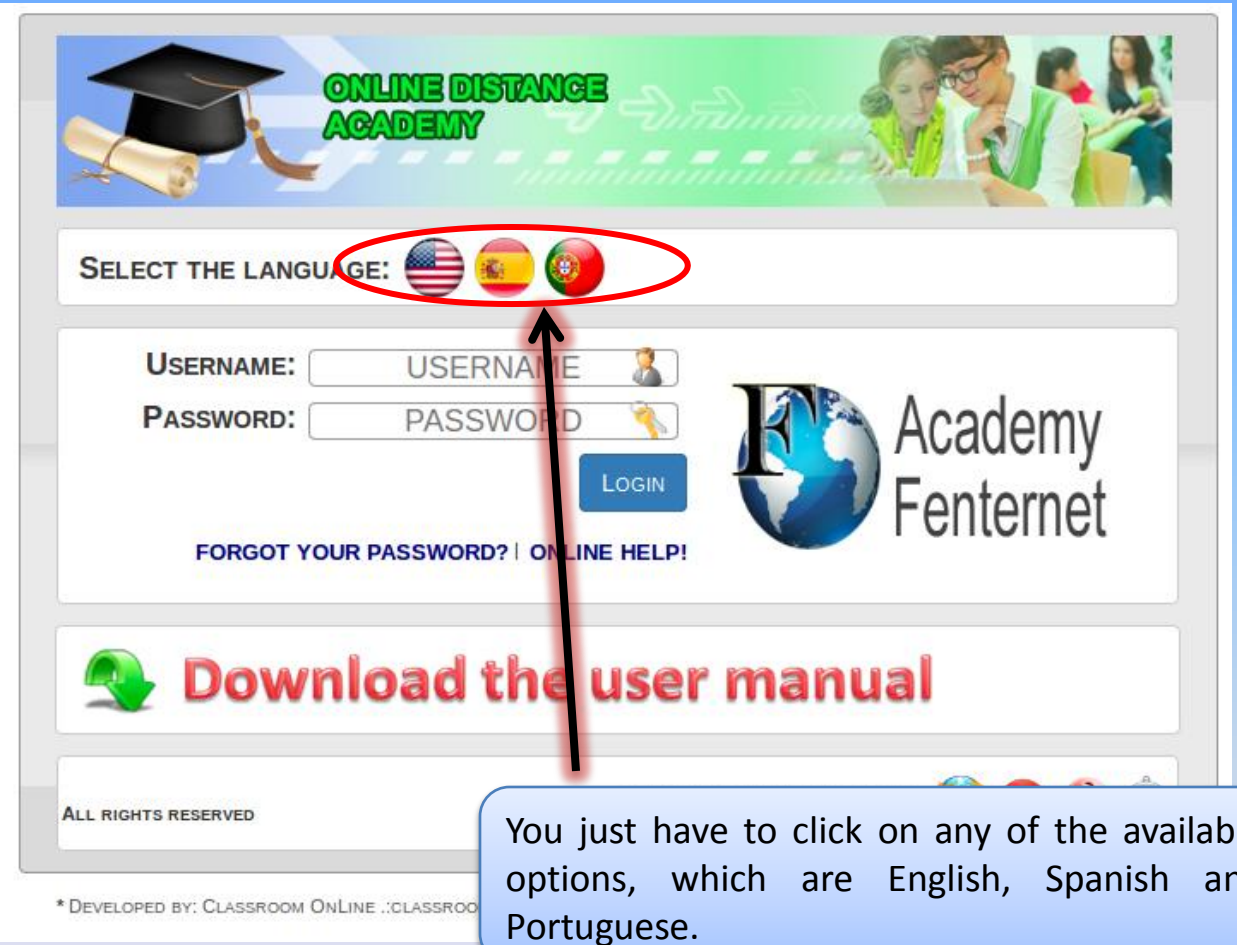
Step 3



After submitting your question form, within 48 hours or it may be before that time you will receive your email that placed the answer.

How to change the language to the system?

Step 1



You just have to click on any of the available options, which are English, Spanish and Portuguese.