# QUICK GUIDE

## How to Set/Reset Password

**Only applicable to Non-MBRU Patrons**
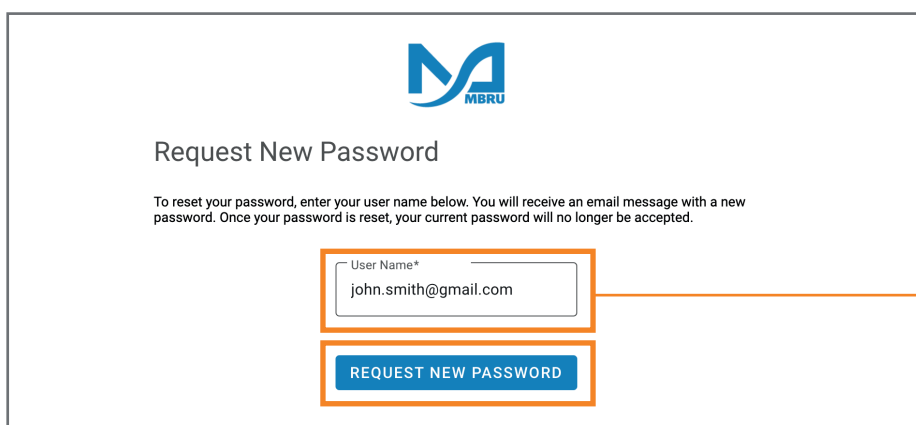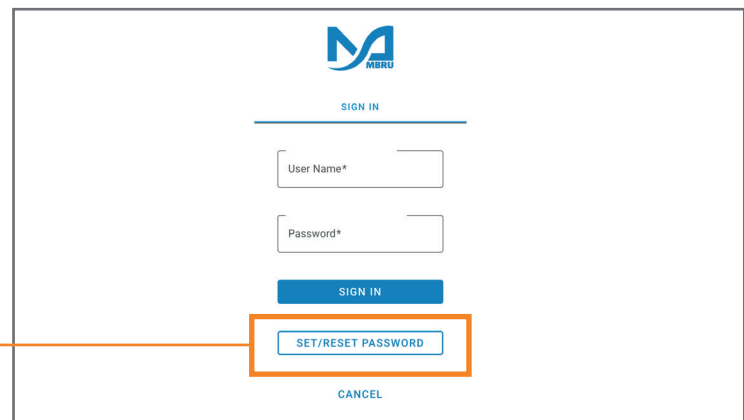


**Al Maktoum Medical Library**

**1** Go to the Library's website **mbru.ac.ae/library**

**2** On the top right corner, click on **"My Account"**
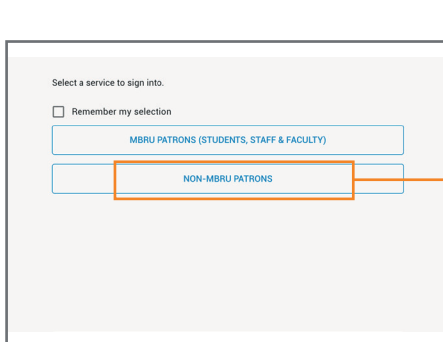
**3** If you are an adjunct faculty or not having MBRU email then select "Non-MBRU Patrons" tab to set/reset your library password

Select a service to sign into.

☐ Remember my selection

MBRU PATRONS (STUDENTS, STAFF & FACULTY)

NON-MBRU PATRONS

**SIGN IN**

User Name*

Password*

SIGN IN

SET/RESET PASSWORD

CANCEL

**4** Click on "SET/RESET PASSWORD" option to change or set a new password

### Request New Password

To reset your password, enter your user name below. You will receive an email message with a new password. Once your password is reset, your current password will no longer be accepted.

User Name*
john.smith@gmail.com

REQUEST NEW PASSWORD

**5** Enter you username and click on "Request New Password" (Username will be your registered email address)

After submitting request, you will receive an email with link for changing password.

## AL MAKTOUM MEDICAL LIBRARY