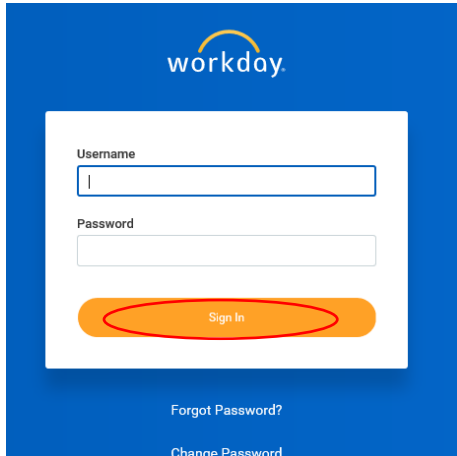


How to Reset Your Workday Password

Click on “Forgot Password”

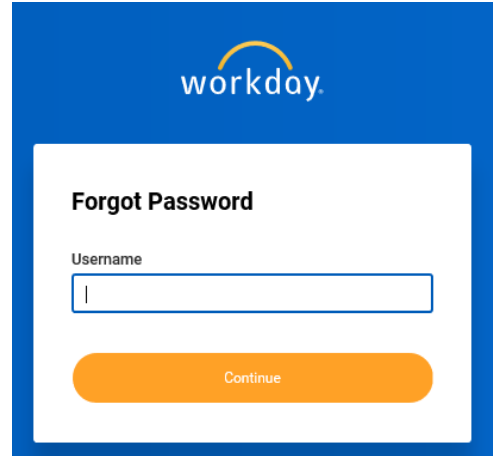
If you have forgotten your Workday password, click on “Forgot Password”



The screenshot shows the Workday login interface. At the top is the Workday logo. Below it are two input fields: 'Username' and 'Password'. A 'Sign In' button is located below the password field. At the bottom of the page, there are two links: 'Forgot Password?' and 'Change Password'. A red oval highlights the 'Forgot Password?' link.

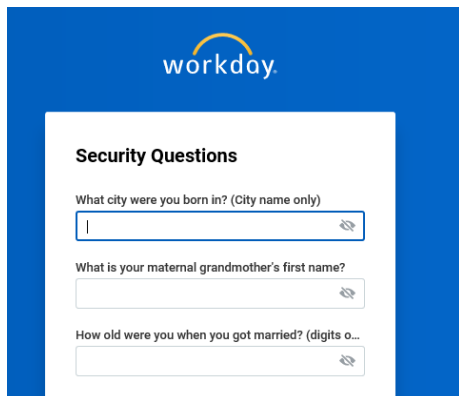
Input your Username

Note: User Name for hourly employees is their Workday ID; User Name for salary employees is their BorgWarner email address



The screenshot shows the 'Forgot Password' page. At the top is the Workday logo. Below it is a 'Forgot Password' heading. Underneath is a 'Username' input field. At the bottom of the page is a large orange 'Continue' button.

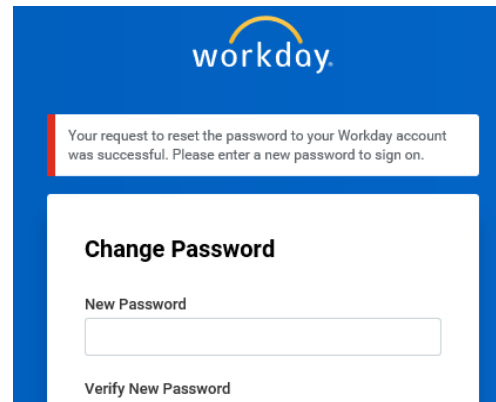
Answer your Security Questions



The screenshot shows the 'Security Questions' page. At the top is the Workday logo. Below it is a 'Security Questions' heading. There are three questions, each with an input field and a 'Show/Hide' icon:

- What city were you born in? (City name only)
- What is your maternal grandmother's first name?
- How old were you when you got married? (digits o...)

Input your new password. If successful, you will receive a message at the top letting you know.



The screenshot shows the 'Change Password' page. At the top is the Workday logo. Below it is a success message in a red-bordered box: 'Your request to reset the password to your Workday account was successful. Please enter a new password to sign on.' Below the message is the 'Change Password' heading. There are two input fields: 'New Password' and 'Verify New Password'.