

MYSOZO CLINICIAN

Password Setup

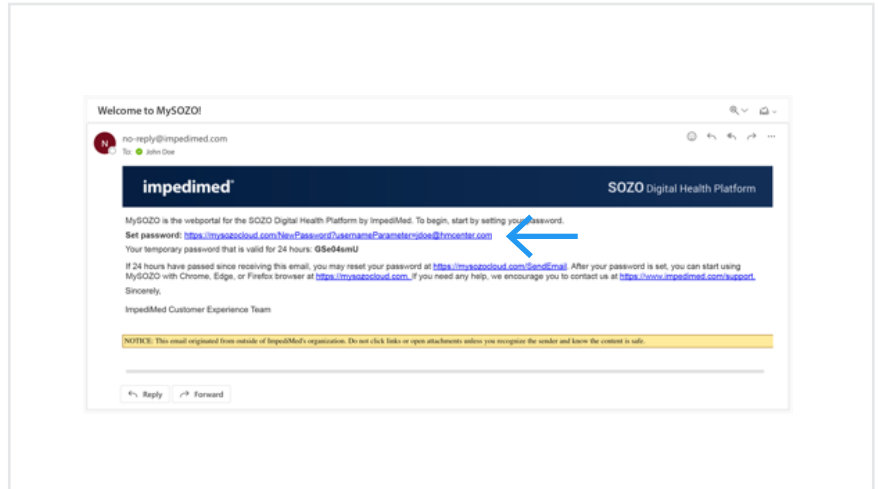
1

Welcome Email

1. Open the MySOZO Welcome Email from no-reply@impedimed.com
2. Copy the link in the email

Please note: The link works for 24 hours. If more than 24 hours passed since you received the email, navigate to <https://mysozo.com> and select "Forgot Password" on the SOZO login screen.

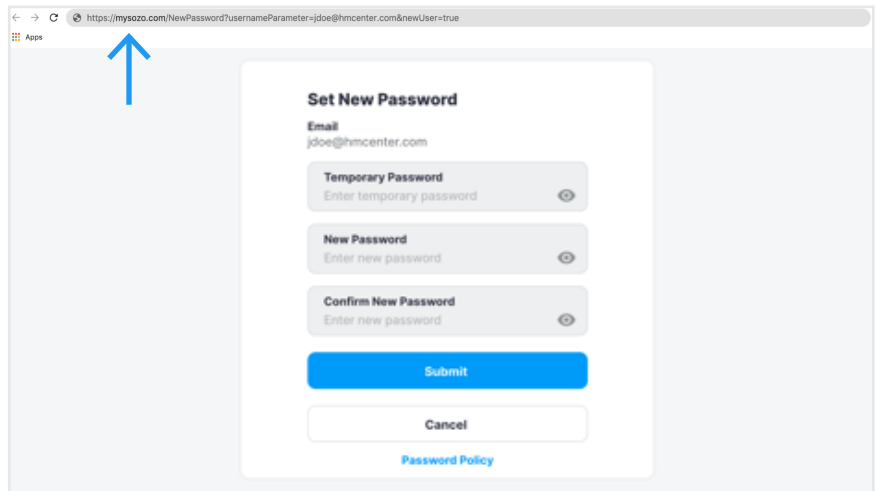
Please note: If you do not receive a MySOZO Welcome Email contact your MySOZO Administrator.



2

Open Browser

1. Open your internet browser
2. Paste the link into the address bar and select enter
3. You will see the MySOZO Set New Password screen

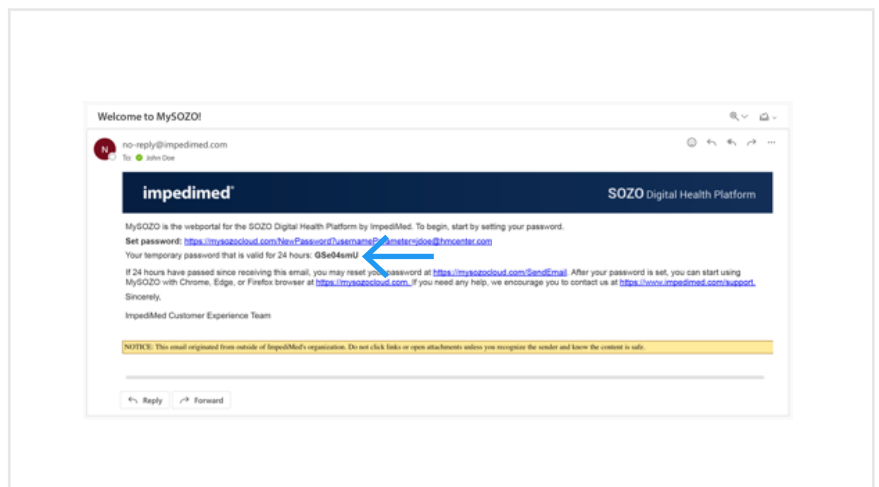


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Temporary Password

1. Navigate back to the MySOZO Welcome Email
2. Copy the eight-character temporary password

Please note: Only Google Chrome, Mozilla Firefox, and Edge Chromium are the supported browsers for MySOZO.



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Set New Password

1. Navigate back to your internet browser
2. Paste the temporary password in the Temporary Password field
3. Enter your new password in the New Password field
4. Reenter your new password in the Confirm New Password field
5. Select "Submit"

The screenshot shows the 'Set New Password' form. It includes an email field with 'jdoe@hmccenter.com'. Below it are three password fields: 'Temporary Password', 'New Password', and 'Confirm New Password', each with a masked password '*****' and a toggle icon. A blue arrow points to the 'Submit' button. Another blue arrow points to the 'Cancel' button. A link for 'Password Policy' is at the bottom.

PASSWORD POLICY

Password must be between 8 and 20 characters, containing at least:

1. One number
2. One special character
(!"#\$%&'()+,-/;<=>?_@[]^{}|~)*
3. One upper case letter
4. One lower case letter
5. Cannot be one of the last 3 passwords used

Tip: Selecting a special character on the main screen of the tablet keyboard makes it easier to sign in to the SOZOapp. Examples include !, &, and *.

This screenshot is similar to the previous one but includes a tooltip that appears when the 'Password Policy' link is clicked. The tooltip lists the same five requirements: 1. One number, 2. One special character (!"#\$%&'()+,-/;<=>?_@[]^{}|~)*, 3. One upper case letter, 4. One lower case letter, and 5. Cannot be one of the last 3 passwords used. A blue arrow points to the 'Password Policy' link.

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Password Confirmation

1. Select "OK"

The screenshot shows the 'New Password' confirmation screen. It displays a success message: 'Your password has been successfully updated.' Below the message is a blue 'OK' button. The background shows the 'Set New Password' form with the 'Temporary Password' and 'New Password' fields visible.

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Sign in to MySOZO

- 1. Enter your email address in the Email field
- 2. Enter your new password in the Password field
- 3. Select "Sign In"

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The screenshot shows a 'Sign In' form with the following elements:

- Email** field: Labeled 'Email' with a placeholder 'Enter email'. A blue arrow points to this field.
- Password** field: Labeled 'Password' with a placeholder 'Enter password' and an eye icon for toggling visibility. A blue arrow points to this field.
- Forgot password?** link: A blue text link located below the password field.
- Language** dropdown: Labeled 'Language' with 'English (US)' selected and a downward arrow. A blue arrow points to the 'Sign In' button below it.
- Sign In** button: A large blue button with the text 'Sign In'.
- Secure sign in with SSO** link: A link with the text 'Secure sign in with SSO' and a right-pointing arrow.