

## **How to Reset Your Password In STARR**

 ${\bf 1.} \ \ {\bf To} \ {\bf access} \ {\bf STARR} \ {\bf load} \ {\bf an} \ {\bf internet} \ {\bf browser} \ {\bf on} \ {\bf your} \ {\bf machine} \ {\bf and} \ {\bf enter} \ {\bf the} \ {\bf following} \ {\bf address:}$ 

https://starr.arlingtonva.us



Figure - Internet Explorer Address Bar

2. Once on the home page select <Forgot Password?>.

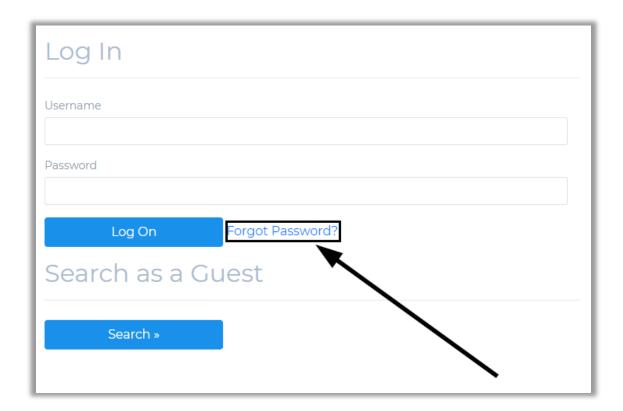


Figure - STARR Home Page



3. Enter your username into the field if you are an existing user of the system and select **<Send**Password Reset Email>. If you do not get a password reset email or you do not have an account with STARR please contact the County Probate Office for further assistance.

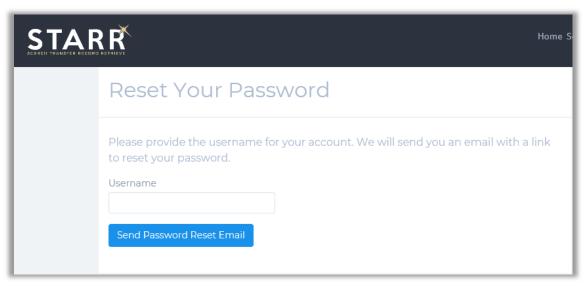


Figure - Reset Password Screen

4. Open email from STARR in your inbox then click and follow the email link.



Figure - Reset Password Email

5. Enter a new password and confirm it in the following window. Select **<Change Password>.** 



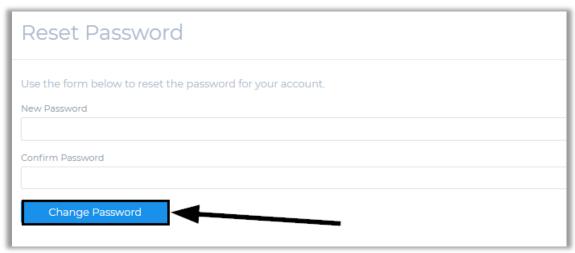


Figure - Reset Password Screen

6. After changing your password, you should see a green message bar saying it was reset successfully.

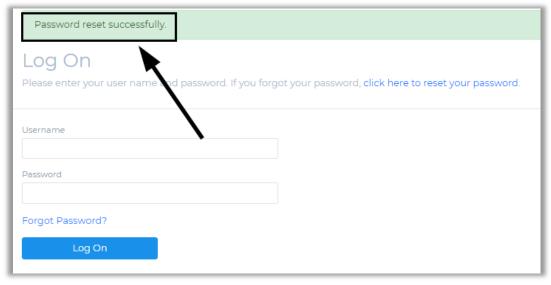


Figure - Successful Reset Password Screen