

4 Forgot Password:

To reset password please follow the below steps:

Step 1: Open any browser as per your convenience (Mozilla Firefox is preferred) and type the following URL: <https://www.ocr.gov.np/CRO/>, you will view the following page.

Fig 81: Login Page

Step 2: Click on Forgot Password.

Fig 82: Forgot Password

Step 3: Type your company Username and click on search button.

The screenshot shows the 'Welcome to OCR e-Services' page. On the right, there is a 'Sign In' section with fields for 'Username' and 'Password'. A 'Reset Password' modal window is open in the center, containing the text 'Please input your Username : bhupendranijal33@yahoo' and a 'Search' button highlighted with a red box. The page footer reads 'Office of Company Registrar ©Copyright 2013'.

Fig 83: Sample page for username input

Step 4: After clicking on search button if your e-mail id is valid, reset button will appear as in Fig 84 and then click on reset button.

This screenshot is similar to Fig 83, but the 'Reset Password' modal window now includes a 'Reset' button highlighted with a red box, indicating that the search was successful. The background page remains the same, showing the 'Sign In' section and the footer 'Office of Company Registrar ©Copyright 2013'.

Fig 84: Reset Password

Step 5: After clicking on reset button a message will be displayed as in Fig 85 and a mail containing your new password will be send to your respective e-mail id as in Fig 86.

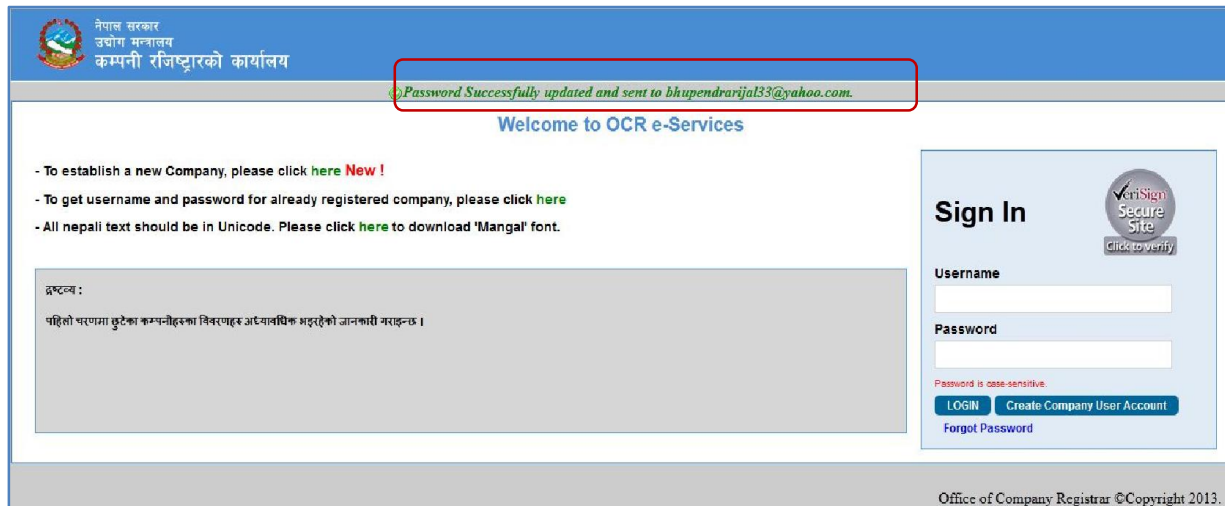


Fig 85: Message verifying update of Password

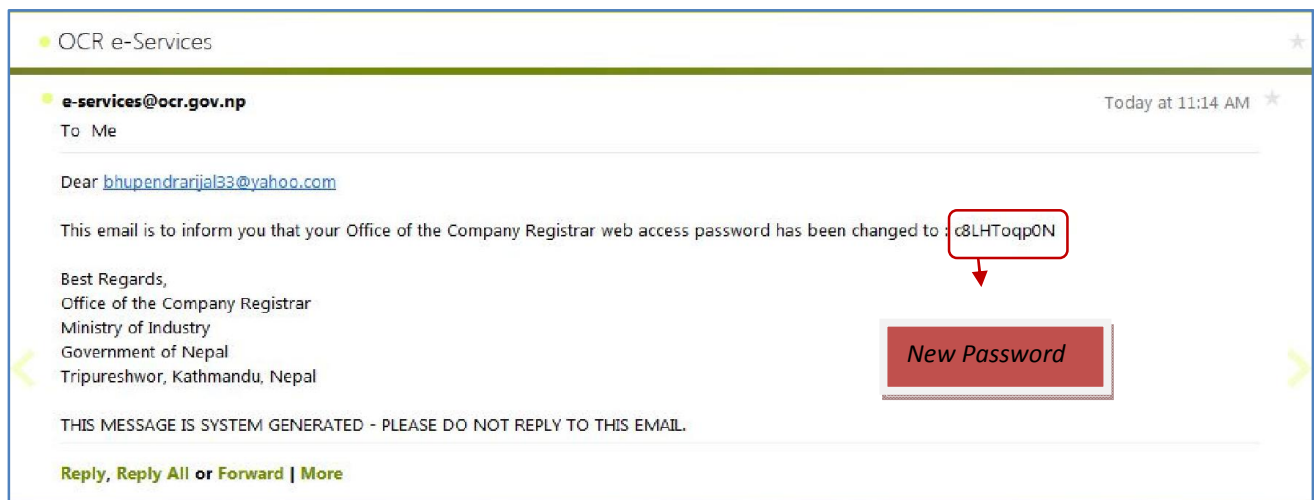


Fig 86: Mail with updated New Password