

1. Reset Password (New Student or Forgotten Password)

Step 1: Go to <https://portal.lbcc.edu/sso> to access Viking Portal.

Step 2: Type in your Student Viking ID # and then click on New/Forgot Password.

VIKING PORTAL

VikingID / EmployeeID
0123456

Password

LONG BEACH CITY COLLEGE

Login Change Password New/Forgotten Password



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A One Time Passcode (OTP) will be sent to you in the method noted on the screen. For this example, the OTP has been sent via email. You do have the choice to send your OTP in different methods (via text & phone call). To change where you access your OTP, click on [Problems with the OTP?](#) to locate your options.

Step 3: Type your OTP in the space provided.

Step 4: click [Continue](#).

NEW OR FORGOTTEN PASSWORD

A One Time Passcode (OTP) has been emailed to:
XXXXXXXXXXXXXXXX@gmail.com

It could take 20 to 30 seconds to be delivered. Upon receipt, please enter the OTP below and click the button to continue.

VikingID / EmployeeID 0123456

Requested Action Reset Forgotten Password

One Time Passcode (OTP) OTP Example: 123456
[Problems with the OTP?](#)

Continue **Cancel**

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Step 4: Create a password.

Step 5: Confirm password.

Step 6: Click Continue

Tip: Note the complexity rules.
IITS suggests the use of
passphrases for added security.

For example:

Afternoon Tea @ 4pm

NEW OR FORGOTTEN PASSWORD

Please enter your new password in the fields below.

Password Complexity Rules
Your new password must satisfy the following rules:

- Must be at least **7** characters long
- Must have at least **1** uppercase character
- Must have at least **1** numeric character

VikingID / EmployeeID

Requested Action

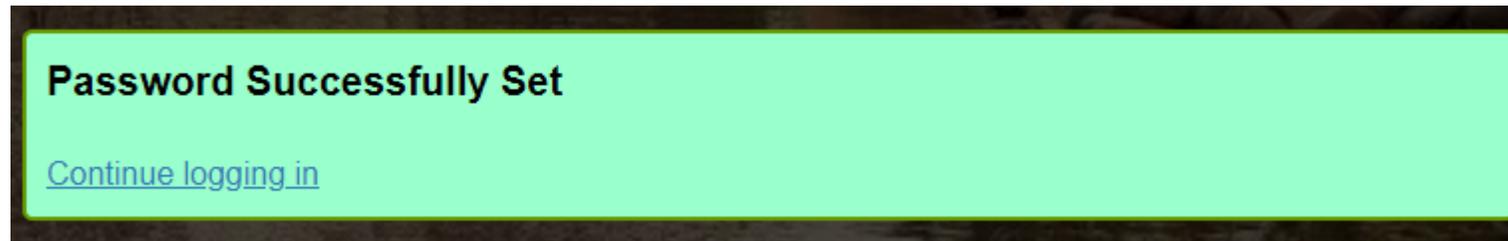
New Password

Confirm Password

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CONGRATUATIONS! You have successfully reset your password.

As a friendly reminder, **NEVER** share your password with **anyone**.



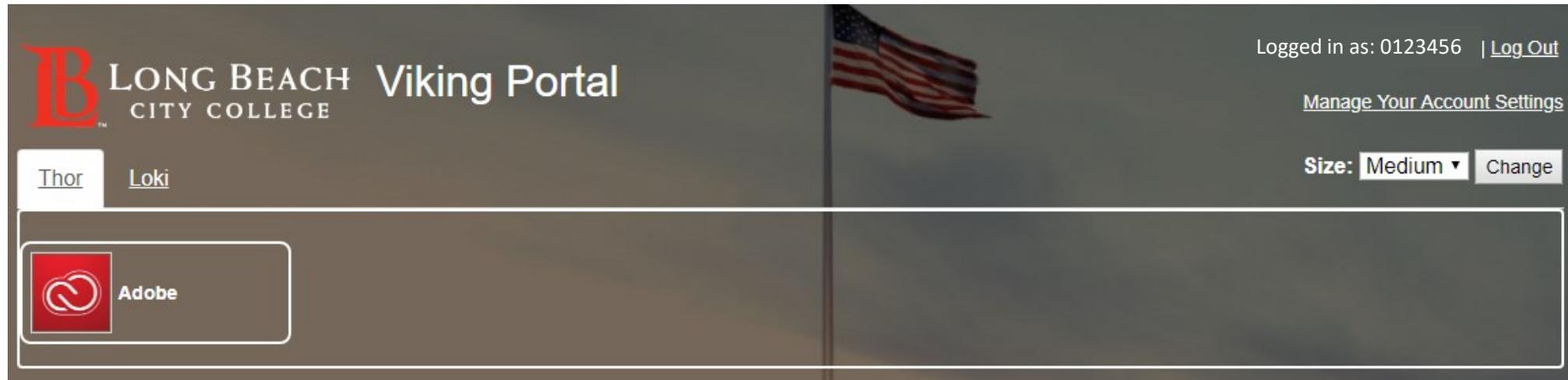
Now that you have reset your password, you are welcome to log in to see what is available to you.
Go to the next slide for a preview. 

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Congratulations! You're in! Within Viking Portal, you have access to online platforms.

Check under the **Thor & Loki tabs** to see what is available to you. Note that this list will change and grow as more online platforms are added. Check back under both tabs!

Under **Manage your Account Settings**, you will find options to change your OTP delivery method, identify what phone/email are on file for you, & more.



Quicklink to navigate back to Viking Portal: <https://portal.lbcc.edu/sso>