## BEEDS portal | Bank of England Electronic Data Submission Portal User guide

## **Forgotten Password**

This User guide explains how to reset your password. Navigate to the BEEDS portal website https://beeds.bankofengland.co.uk/

1. Click on 'Forgotten password' located below the 'Login' button

Bank of England	BEEDS Portal		
Not logged in			
Welcome to the BEEDS por	tal		
The BEEDS (Bank of England Electronic Data Submit England.	ision) portal allows firms to make data submissions to the Bank of		
Enter your username and password below to access t	he portal.		
Please refer to the BEEDS User Guide to find the rele	Please refer to the BEEDS User Guide to find the relevant contact point for your collection.		
Further details on the BEEDS system can be found at https://www.bankofengland.co.uk/statistics/data-collection/beeds			
Username:			
Password:			
Login Forgotten pass	word		
Cookie Policy: This website uses cookies. Cookies an website work or work more efficiently, as well as to pro site, you are agreeing to our use of cookies. Read mo	e used for a number of purposes, including to make some parts of a wide us with information on how this site is used. By continuing to use the re about the individual cookies we use in our privacy policy		
How we use your information: When you use this web personal data about you. Read more about how we use	portal ('BEEDS Portal'), the Bank of England ('we' or the 'Bank') collects te your information in our privacy policy		
Minimum Requirements Terms and Conditions Privacy Policy			
Bank of England	https://www.bankofengland.co.uk/		

2. Tick the 'I'm not a robot' box and click 'Next' and select specific squares if required

Bank of England		BEEDS Portal
Not logged in Forgotten passwor Enter the words displayed in the ima Captcha:	d Inge below then click 'next'.	

3. Type in your email address and click 'submit'

Bank of England	BEEDS Portal
Not logged in	
Forgotten password	
User passwords can be reset by entering the email address associated with the account	t below.
Email address:	
Submit	

4. Fill in your personal security questions and click 'Submit'

Bank of Engl	and	BEEDS Portal
Not logged in		
Forgotten po	issword	
Please answer your secu	rity questions. These questions help us verify your identity.	
1. Question: Answer: 2. Question: Answer:	What is the name of your favourite sports team?  What was the name of the town/city of your first job?  *	
	Submit	

**BEEDS** Portal

## **Bank of England**

Not logged in

## Forgotten password

If you have an account you will receive an email with instructions about resetting your password. If you do not receive an email, it is because we do not recognise 'scott.simmons@bankofengland.co.uk'

5. You will receive an email from beeds\_donotreply@bankofengland.co.uk, click on the link included in the email.

Dear

We have received a request to change the password of your BEEDS portal account.

To complete the request, please click on the following link: https://beeds-sit-portal.dev-dcp.azure.cloud.boe.bankofengland.co.uk/ForgottenPasswordProcessPage.aspx?token=1b83ab3c-d173-42e0-a87fabdc9db435b5

If you didn't request a password change, please report this e-mail to your administrator.

This is a system generated email, so please do not reply to it.

Yours Sincerely,

BEEDS portal Administrator

6. The below page will display, type in your new password meeting the criteria and click 'Save'

Bank of England	BEEDS Portal
Not logged in	
Forgotten Password	
Valid passwords must be between 15 and 30 characters with no bla following:	nk spaces. They must contain at least 1 of each of the
<ul> <li>A capital letter</li> <li>A lower case letter</li> <li>A number</li> <li>A special character (e.g. #&amp;*1\$)</li> </ul>	
New password	*
Confirm new password	*
Save	