



**MERCHANT MANAGEMENT SYSTEM GUIDE**  
**(also known as ECS)**

**How to reset your password**

# 01. Click the FORGOT PASSWORD

## User login

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Username



Password

Login

**Forgot Password?**

# 02. Fill in your registered merchant USERNAME, BUSINESS EMAIL, and MOBILE NO.

## Forgot your Password?

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Please provide Username, Business Email and Mobile No. for verification

Username:

Business Email:

Mobile No:

**Confirm**

# 03. Click to CONFIRM. Password reset link will be sent to your BUSINESS EMAIL

## Forgot your Password?

Please provide Username, Business Email and Mobile No. for verification

Username:

Business Email:

Mobile No:

**Confirm**

Prompt

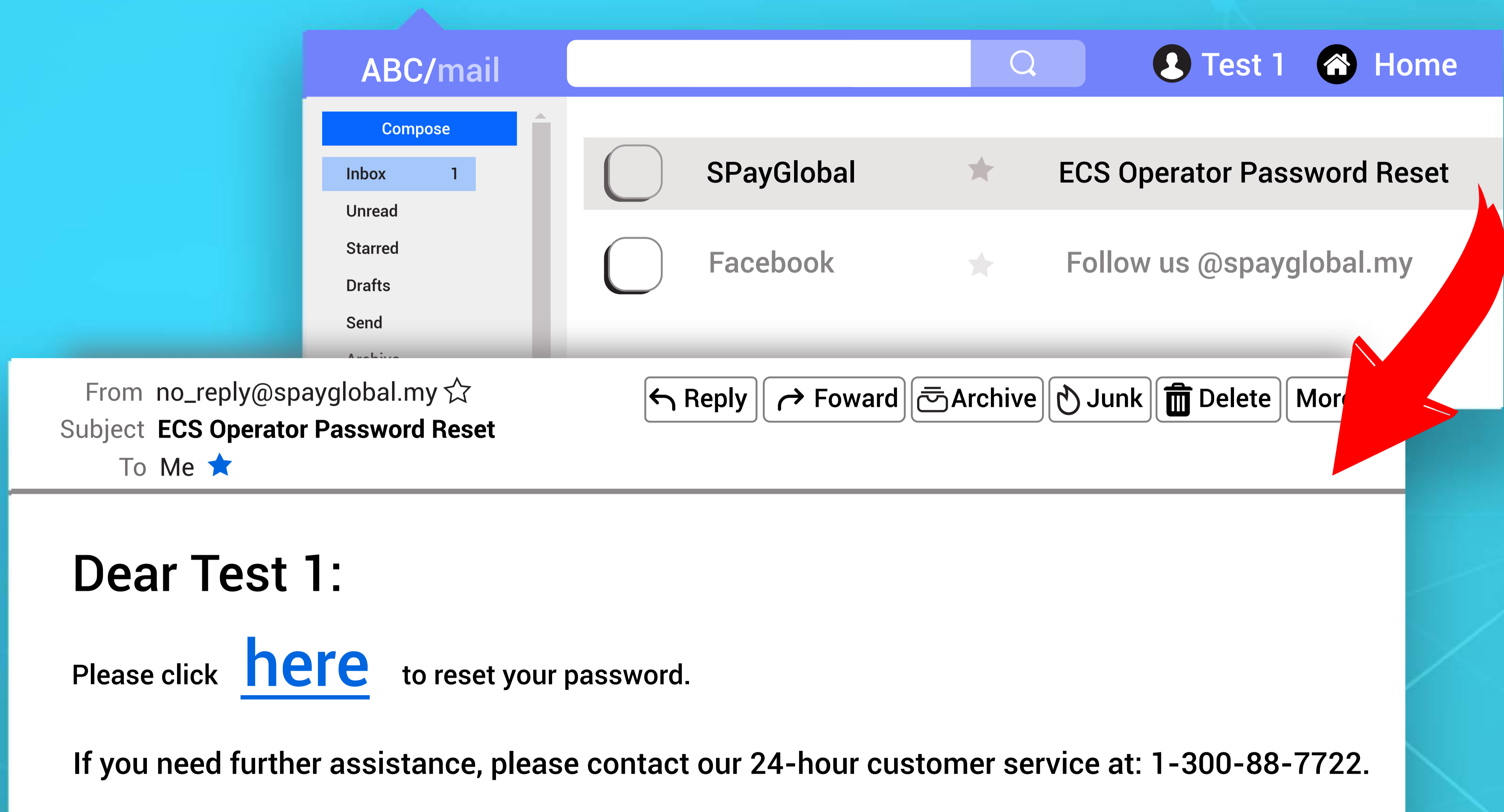


**Success**

Password reset link has been sent to your email.

**Close**

# 04. Click the link “here” in your email received to reset password



# 05. Enter NEW LOGIN PASSWORD & Confirm

**PAY GLOBAL**

Welcome

## Reset Password

You may reset your password. Reset Password request is only valid for one hour.

Enter New Login Password:

Confirm the New Login Password:

**Confirm**

**NOTE:**

- Please enter 8-20 digit of alphabetical and numeric characters combination
- Please ensure the "NEW LOGIN PASSWORD" you have entered are matching

# 06. Click "Login" and enter with your New Login Password

