

## How to Reset SSO VPN Password.

### **Before you begin:**

Your SSO VPN credentials are the same as your MyHearst credentials.

Your MyHearst credentials are used for T&E, Payroll, Harassment Training, and BenefitsInsider.

### **MyHearst Access:**

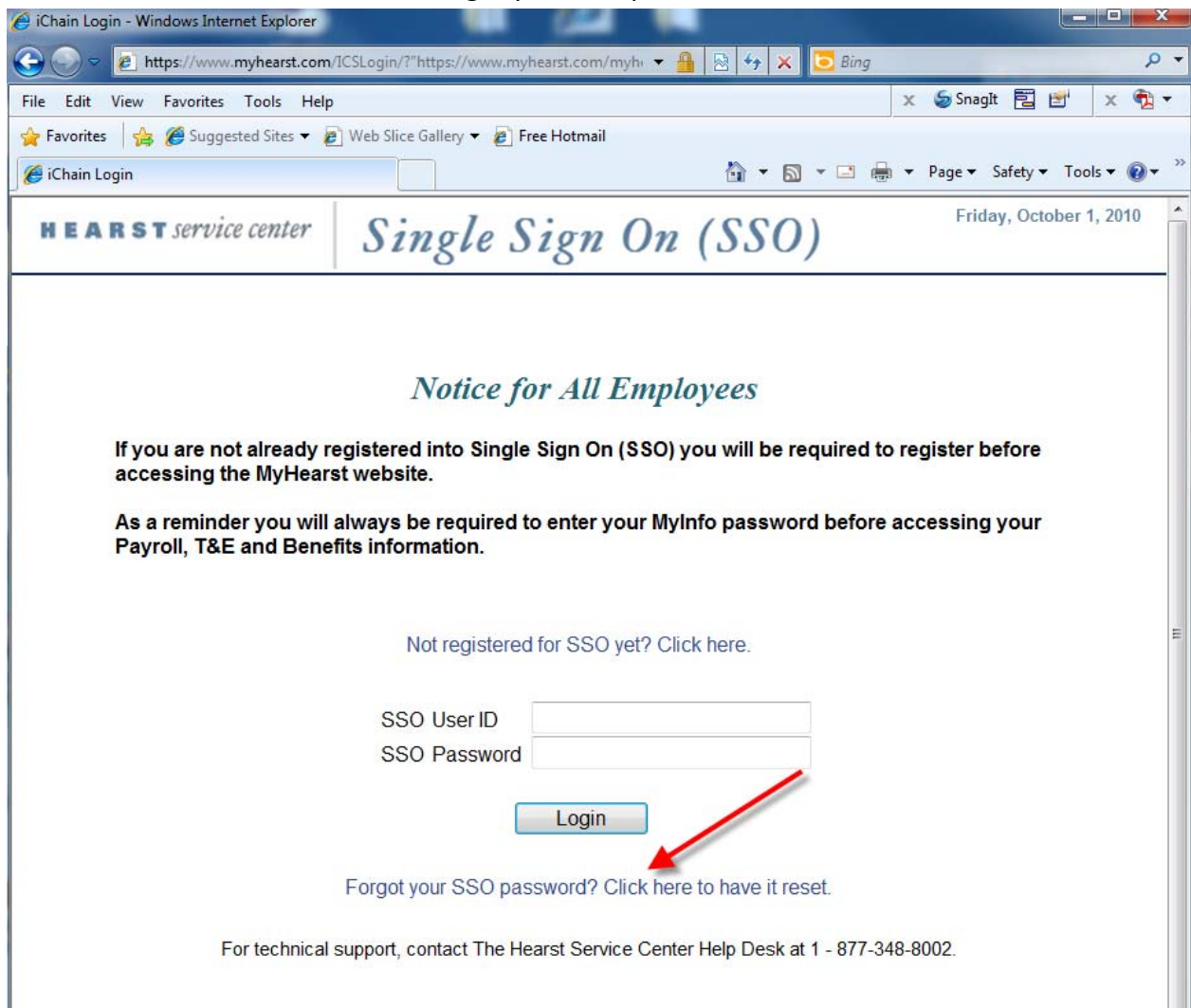
SSO Access is granted to all Full-time employees typically within the first week of employment.

### **Signing In and Resetting:**

Please try to log in to see if you get a specific error message.

Go to <https://myhearst.com>

- If you are NOT able to log in to the MyHearst page then Please contact HSC HelpDesk at 704-348-8002 or Click on the “Forgot your SSO password? Click here to have it reset.”



iChain Login - Windows Internet Explorer

https://www.myhearst.com/ICSLogin/?https://www.myhearst.com/myh

File Edit View Favorites Tools Help

HEARST service center | *Single Sign On (SSO)* Friday, October 1, 2010

*Notice for All Employees*

**If you are not already registered into Single Sign On (SSO) you will be required to register before accessing the MyHearst website.**

**As a reminder you will always be required to enter your MyInfo password before accessing your Payroll, T&E and Benefits information.**

Not registered for SSO yet? [Click here.](#)

SSO User ID

SSO Password

Login

[Forgot your SSO password? Click here to have it reset.](#)

For technical support, contact The Hearst Service Center Help Desk at 1 - 877-348-8002.

- If you are able to log in to MyHearst, then try these same credentials to log into <https://myvpn.hearstsc.com>

If you are not able to log into <https://myvpn.hearstsc.com> with those same credentials you just used to log into MyHearst then open a ticket with the CMG Support Center.

### **How to create your own CMG Support Center Ticket using the Self Service Portal.**

Go to <http://i-cmg.com/cmghelp/>

Click “How do I enter a Support Center Ticket in the Self Service Portal?”

Follow the instructions.

You can also call the CMG Support Center at 800-397-9130

Please provide:

- Name, Phone number.
- The steps taken above.
- If this is your first time trying to access SSO VPN

This information which will greatly reduce the resolution time.