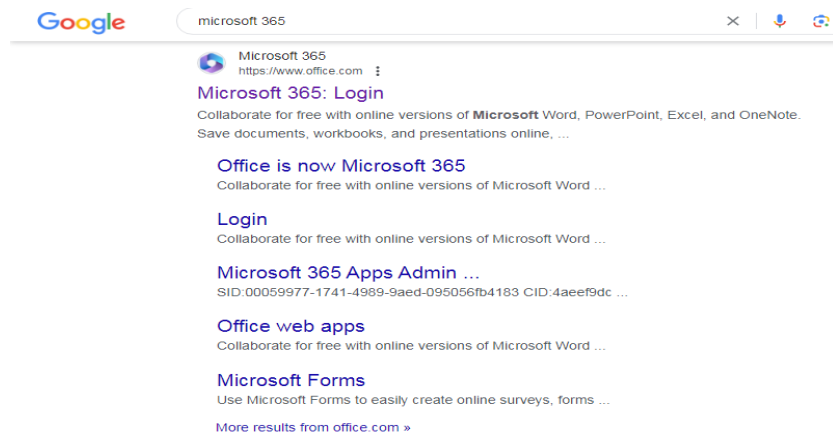


## How to Access Microsoft 365 Account:

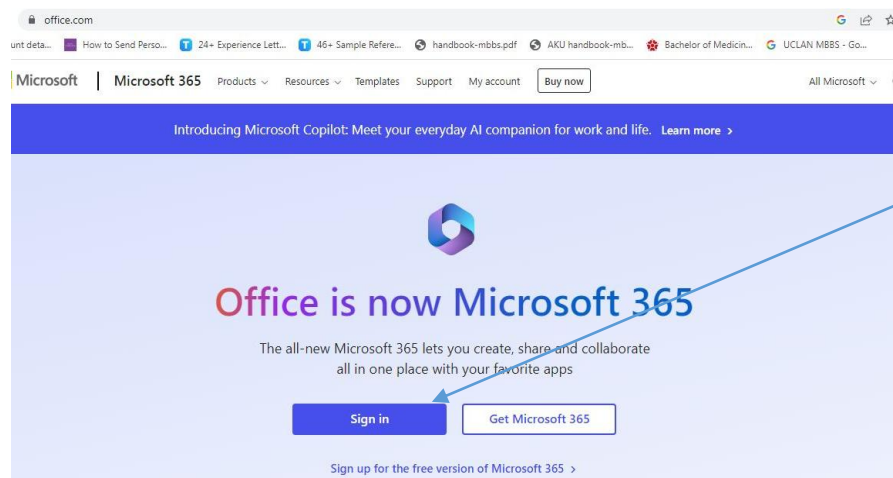
**Step 1:** Collect your Microsoft 365 ID and Initial Password from the **Coordination Cell-DMC**

**Step 2:** Access Microsoft 365 through your computer or mobile browser

**Link:** <https://www.office.com/>



**Step 3:** Sign in to your account by using the ID and password provided by DUHS (for example: [faizan.khan23@dmc.duhs.edu.pk](mailto:faizan.khan23@dmc.duhs.edu.pk) Password: O...@...). The provided password will be valid for the initial access to your account only, and you must immediately reset the password (with at least 8 characters with one uppercase, one symbol and a number) and provide your further details such as phone number, alternate email etc. for accessing further features and using your account.



## Update your password

You need to update your password because this is the first time you are signing in, or because your password has expired.

Enter your current password.

Current password

---

Enter a new password. [View details](#)

New password

---

Confirm password

---

Sign in

---

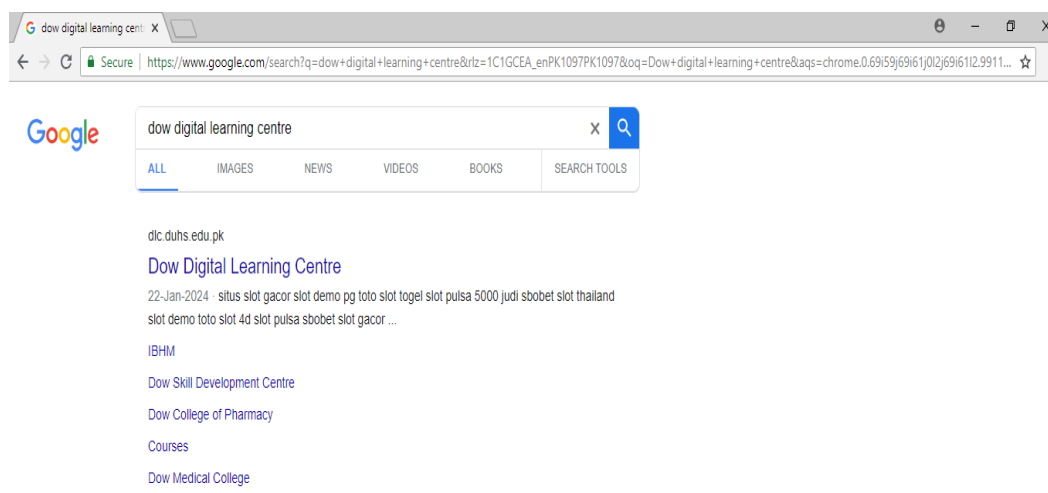
**Note:** In case of any problem in accessing your account, please contact through email at [dmc.coordinationcell@duhs.edu.pk](mailto:dmc.coordinationcell@duhs.edu.pk). The email must contain the screenshot of the encountered problem and your complete details i.e. roll number, class and contact number.

# Dow Digital Learning Center – DLC

## How to Access DLC:

**Step 1:** Access the DLC through your computer or mobile browser:

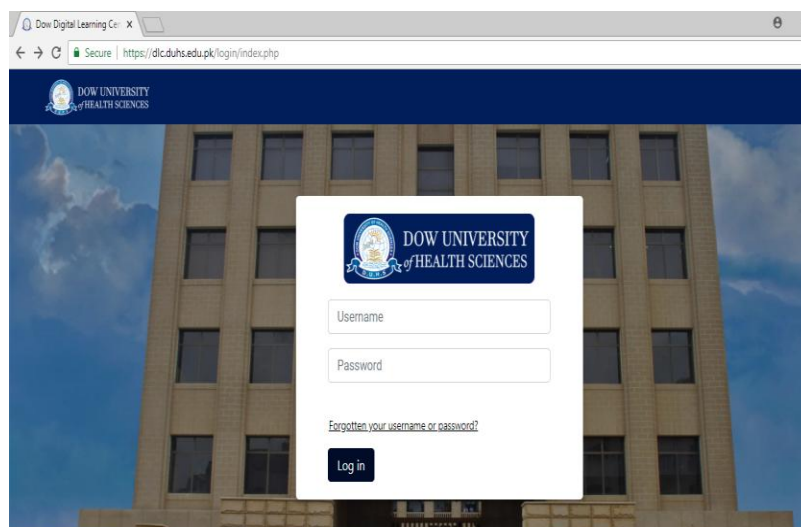
Access Link: <https://dlc.duhs.edu.pk/login/index.php>



## **Step 2:** Log in to Your LMS Account

**Username:** Your Student ID without space / (for example 12023599), to be received from the Coordination Cell-DMC

**Password:** Dmc@123 (valid for the first time access only)



### Step 3: Change Password

The provided password is valid for the first time access only, and after logging in, you are required to reset password – see the below screenshot. The new password must be alphanumeric i.e. a combination of letters, numbers/symbol.

Change password

Username  
12023

The password must have at least 8 characters

Current password \* Required

New password \* Required

New password (again) \* Required

Save changes

Activate Windows  
Go to Settings to activate Windows.

### How to Reset Forgotten Password:

1. Open the login window and click on '**Forgotten your username or password**' link,

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of HEALTH SCIENCES

Username

Password

[Forgotten your username or password?](#)

Log in

2. Now search either through your official email address by DUHS (of Microsoft 365 - example: [faizan.khan23@dmc.duhs.edu.pk](mailto:faizan.khan23@dmc.duhs.edu.pk)) or by username (student ID) address box for resetting the password.

To reset your password, submit your username or your email address below.  
If we can find you in the database, an email will be sent to your email address, with instructions how to get access again.

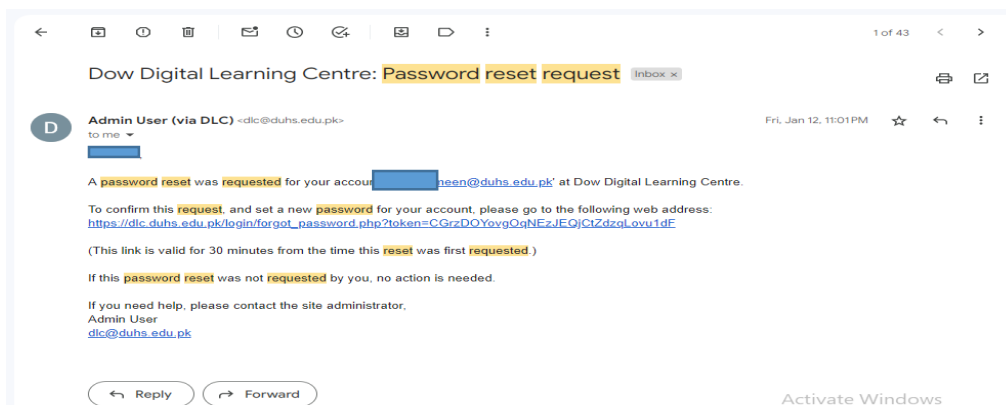
Search by username  
Username

Search by email address  
Email address

If you supplied a correct username or unique email address then an email should have been sent to you.

It contains easy instructions to confirm and complete this password change. If you continue to have difficulty, please contact the site administrator.

3. Check your inbox soon after submission of request, where you will receive a link through email to reset the password. Click on the link and follow the provided instructions for new password.



In case of any problem in accessing your account or resetting the password or using LMS, please contact at [dmc.coordinationcell@duhs.edu.pk](mailto:dmc.coordinationcell@duhs.edu.pk).