Using the Forgot Username Function

1. If you do not remember your user name, you can use the Forgot User Name option. From the Sign In page, click on **Forgot your user name?** link under the login area.

2. On the next page, the system will prompt you to **enter your email**. You must use the email associated with your account in Taleo.

3. Click the **Validate** button to retrieve your username.

4. Once your email is validated, the next page will display your user name. You can then go back to the login page or continue to reset your password if needed.