Reset a WordPress Administrator Password Safely

WordPress Management · https://support.jansma.vip/docs/vip-hosting/wordpress-management/reset-a-wordpress-administrator-password-safely/

Reset a WordPress password only for an authorised account. Use the normal recovery flow first, then the Jansma VIP Hosting management tools when email recovery is unavailable.

Before you begin

Confirm that you are working with the correct Jansma VIP Hosting package and keep a current backup before replacing live website files. Use encrypted connections whenever the client supports them, and never share credentials in screenshots or public messages.

Step-by-step

1. Open the WordPress login page and use the lost-password option.
2. Check the authorised account mailbox and complete the time-limited reset link.
3. If email recovery cannot be used, open the WordPress management tools for the correct hosting package.
4. Select the intended administrator account and set a unique strong password.
5. Sign in, review administrator users and update stored credentials securely.

Verify the result

- The authorised administrator can sign in.
- Old sessions are reviewed or invalidated when compromise is suspected.
- The recovery email and multi-factor settings are current.

Need help?

If the issue continues, contact Jansma VIP Support with the domain, connection method, approximate time, exact error message and the troubleshooting already completed. Do not

include passwords.