

E-Statement

Password Reset Manual.....

Prepared by



Software Team
Information Technology Division

ABSTRACT

The **E-Statement Password Reset Manual** provides clear, step-by-step instructions to help users securely reset their passwords. It guides users through identity verification and password creation to ensure smooth access restoration while maintaining system security and data protection.

USER MANUAL

Contents

ABSTRACT

1. LOG IN PROCESS
2. PASSWORD RESET

1. LOGIN PROCESS

- ❖ Step-01: First, please visit the website of ONE Bank PLC using the following link:
<https://www.onebank.com.bd>
- ❖ Step-02: You can “Show /Hide” by clicking Right Side Option menu.



Figure: The Home Page of the ONE Bank Website

- ❖ Step-03: Please click on “**E-Statement**” from option of “Show/Hide” Menu and now showing Login Page.
 - User can Login with providing Email as User Id and using default password.
 - The default password was previously sent to the email address you provided to the **E-Statement System**.

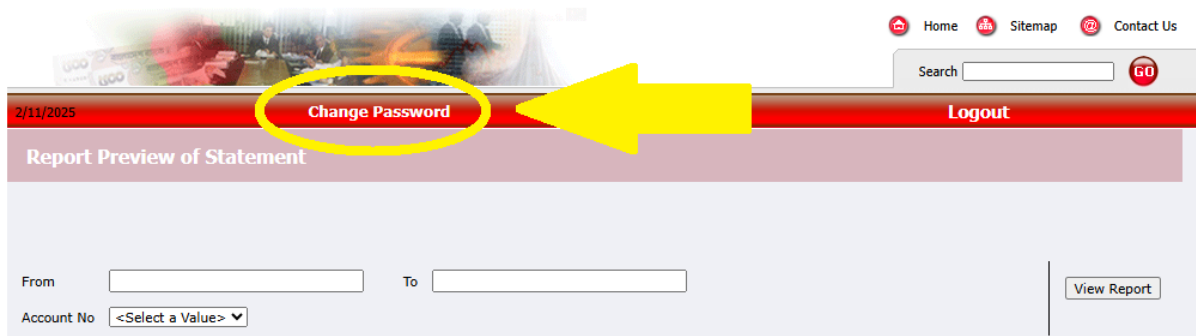
Account Login

[E-Statement Form](#)

- ❖ Step-04: Input Credentials and others information -
 - Input your User Id.
 - Input password (default password/your custom password).
 - Then click to “**LOG IN**” button.

2. PASSWORD RESET

Please click on the “Change Password” icon.

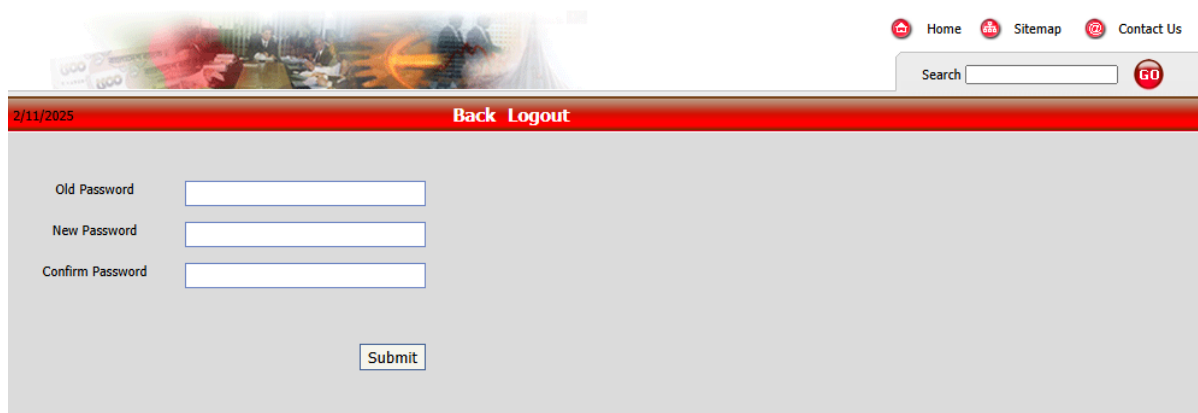


The screenshot shows the ONE Bank website interface. At the top, there is a navigation bar with links for Home, Sitemap, and Contact Us. Below this is a search bar with a 'GO' button. The main content area has a red header with the date '2/11/2025' on the left and a 'Logout' button on the right. In the center of the header, the 'Change Password' button is highlighted with a yellow circle and a yellow arrow pointing to it. Below the header, there is a section titled 'Report Preview of Statement' with input fields for 'From', 'To', and 'Account No' (with a dropdown menu). A 'View Report' button is located on the right side of this section.

❖ Password Characteristics-

- Minimum length is required to 12 characters
- At least one Number
- At least one small and one capital letter
- At least one special character (@, ^, &, #, \$, %, *)

After fulfilling all the criteria, click “Submit” button.



The screenshot shows the password reset form on the ONE Bank website. The form is located below the 'Change Password' button. It has three input fields: 'Old Password', 'New Password', and 'Confirm Password'. Below these fields is a 'Submit' button. The form is set against a light gray background.

After completing your activities in the **E-Statement** Application, it is crucial to remember to **Log out** from your device to ensure security.

----- **END** -----