



Log In to AT&T Business ReadySM

AT&T Business ReadySM makes it easy to manage your credentials (username, password, and voicemail settings). Business Ready is currently supported by the following browsers:

- Microsoft® Windows 7 - Internet Explorer® 9, 10, and 11
- Mozilla® Firefox® 30
- Google® Chrome® 35
- Microsoft® Vista SP2 - Internet Explorer® 9
- MAC® OS X 10.9 (Mavericks) - Safari® 7 and Google® Chrome® 35
- MAC® OS X 10.8 (Mountain Lion) - Safari® 6.1 and Google® Chrome® 35
- MAC® OS X 10.7 (Lion) - Safari® 6.1 and Google® Chrome® 35

Log in to your account

- Log in to [AT&T Business Ready](#) with the username and password you received from your administrator. The Business Ready User Dashboard appears.

Retrieve your username

1. Open the [AT&T Business Ready](#) login page.
2. Click **Forgot Username?**. The Enter your E-mail Address window opens.
3. Enter your email address, and then click **E-Mail User Login**.

We'll send you an email within 15 minutes with your username. **Note:** If you don't receive an email within 15 minutes, please call Business Ready Care at 866.811.3403.

Reset your password

1. Open the [AT&T Business Ready](#) login page.
2. Click **Forgot Password?**. The Enter your User ID window opens.
3. In the **User ID** field, enter your username, and then click **Reset Password**. We'll send you an email within 15 minutes with a temporary password.

Note: If you don't receive an email within 15 minutes, please call Business Ready Care at 866.811.3403.



4. Close the window and log in to [Business Ready](#) with your username and temporary password. You'll be prompted to enter a new password.

Note: Passwords must be at least eight characters long and include at least one letter, one number, and one special character. Trailing and leading spaces are automatically removed from the username and password, spaces in the password are not accepted. You can use the following special characters: !@#\$%^&*()-=_+[]{}.

5. Re-enter the new password, and then click **Change Password**.

You receive a message that states that your password has been changed and you're logging in. The Business Ready User Dashboard appears.

Change your password

1. Log in to [AT&T Business Ready](#) with your username and password. The Business Ready User Dashboard appears.
2. At the top of the page, click **Profile**. The Profile page appears.
3. To verify your identity, under **User Login Password**, enter your current password.
4. Enter and confirm your new password, and then click **Change Password**.

You receive a message that states that your password was changed successfully.

Reset your voicemail passcode

Note: Your voicemail passcode is different from your Business Ready password.

1. Log in to [AT&T Business Ready](#) with your username and password. The Business Ready User Dashboard appears.
2. At the top of the page, click **Profile**. The Change Your Login Password/Reset Voice Portal Passcode window opens.
3. On the profile page, under **Voice Portal Passcode Reset**, click **Reset Voice Portal Passcode**.

We'll send you an email within five minutes that includes a temporary passcode. Enter the temporary passcode to log in to your voice mailbox. After you successfully log in, you'll be prompted to change your passcode.

Note: If you don't receive an email within five minutes, please call Business Ready Care at 866.811.3403.