



PRO: how to request access to PRO login

Key Links:

- Website: [PRO Software Login](#)

Steps to Request Access to PRO Software

1. For New Hires

- As a new employee, you should receive a welcome email from **alerts@prosoftware.com** with a link to activate your account, along with a temporary **PIN**.
 - **Note:** If you don't see the email, check your junk or spam folder.
- Follow the link in the email to set up your account. If you haven't received the email, contact your HR team or reach out to guHRoo Support (see below).

2. For Username or Password Reset

- **Option 1: Request a Password Reset Directly from PRO**
 - Go to the [PRO Software login page](#).
 - Enter your username, then click **Forgot Password**.
 - Follow the instructions sent to your registered email to reset your password.
- **Option 2: Contact guHRoo Support**
 - If you're unable to reset your password on your own, email **support@guhroo.co** for assistance.
 - Include your **full name, company name**, and a brief description of the issue (e.g., "Need password reset for PRO Software").

3. Enabling Text Messaging for Alerts

- To enable text messaging in PRO for login or account alerts:
 - Log in to your PRO account.
 - Go to your username with the dropdown in the top right corner:
 - Click **Settings** and look for Change Password
 - To enable text notification look for **Text Verification Alerts** and check that box.
 - Enable **Text Messaging** to receive alerts on your mobile device for important updates or login notifications.

Contact Information for Assistance

- **guhRoo Support:** For any login issues or if you don't have access to reset your credentials, email **support@guhroo.co** or call **803-575-0710**.