

Password Reset

Users may reset their password by entering their current password and setting up a new password.

- 1. From My Profile click on the Change Password button.
- 2. Enter Password and click **Verify**.



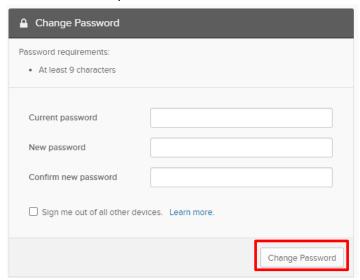
3. Click Edit Profile.



Note: Users will be prompted to set up security questions if <u>Forgot Password</u> is not set up.



4. Enter current password, new password and confirm new password.



5. Click Change Password.