**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 **Forgot Password** is not set up.
4. Enter current password, new password and confirm new password.

5. Click **Change Password**.