

Change My Password

My Password

For security purposes, you are required to use a password when you sign in. You can change your password any time or when required by your organization.

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Regularly changing your password is a recommended security practice.

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1. (Optional) To display password requirements, select the question mark.
2. At the **Current Password** field, enter your current password.
3. At the **New Password** field, enter your new password.
4. At the **Confirm New Password** field, reenter your new password.
5. Select **Change Password**.
 - The **Change Password** dialog box appears.
6. Select **Change Password** to confirm the password change and then log in with the new password.