

NETWORK

HOW CAN I CHANGE MY NETWORK PASSWORD?

Faculty and Staff are required to change their network passwords every 90 days. Students are not required to do this.

If you wish to change your password optionally:

1. Hold the **Ctrl / Alt / Delete** keys at the same time.
2. Click on the **Change Password** button.
3. Enter your old password. (Remember, passwords are case sensitive!)
4. Enter a new password.
5. Confirm your new password.
6. Click **OK**.

A dialog box comes up saying “**Passwords for all selected resources were successfully changed.**”

7. Click **OK**.