

Site - Settings My Account

Overview

The My Account page allows you to manage your personal account credentials. From here you can update your account password to keep your account secure.

Change Password

To update your password fill out the following fields:

Current Password

Enter your existing password to verify your identity before making any changes. If you do not know your current password use the **Forgot Password** option on the login page to reset it.

New Password

Enter the new password you would like to use for your account. Passwords must be a minimum of 8 characters.

Confirm New Password

Re-enter your new password exactly as you typed it in the previous field. Both fields must match for the change to be accepted.

Once all three fields are filled out click the **Update Password** button to save your changes. You will remain logged in after a successful password change.

Notes

- If you are an LDAP user your password is managed by your organization's directory and cannot be changed from this page
 - For security purposes your current password is always required before a new password can be set
 - If you forget your current password log out and use the **Forgot Password** link on the login page
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