Change Your Password

1. Choose **Profile menu > Password**.

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- 2. In the Password Maintenance - Update window, enter your Current Password.
- 3. Enter and confirm your New Password.

Click Save.

	ou do not set your new password to be your internal password used fou may not set your password to easy words or your user id.
Your password must meet	t the following criteria:
Minimum number of	characters: 8
 Maximum number of 	
 At least one lower ca 	
At least one upper c	
 At least one numeric 	character
Current Password	
New Password	
Confirm Password	
Commit assword	