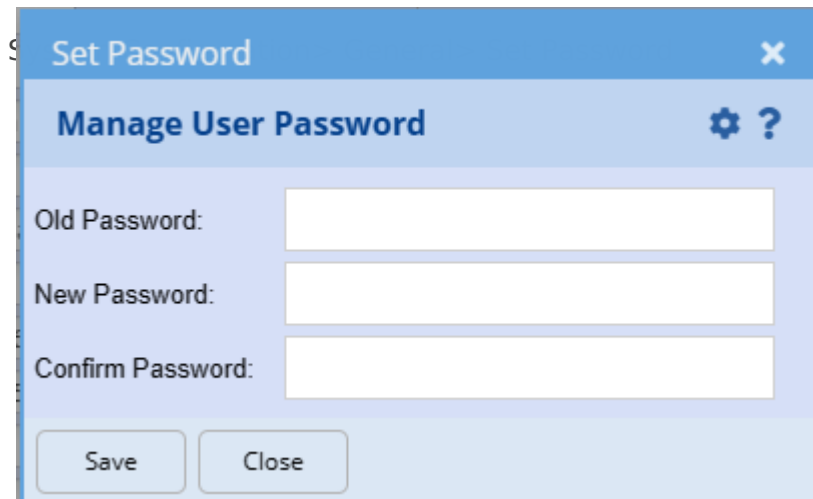


User Password – Set Password Help

Video training manual 2016 - [Click Here](#)



The screenshot shows a software window titled "Set Password". Inside, there's a section titled "Manage User Password" which includes three text input fields for "Old Password:", "New Password:", and "Confirm Password:". At the bottom of the window are two buttons labeled "Save" and "Close".

This menu allows you to change an existing password or change a password of a user in the event that the user forgot the password.

Passwords are a minimum of 8 characters with at least one capital letter and one number.

A user with Supervisor password tick on, can change a password without knowing what the existing password is.

Changing a password: Enter the new password in the “New password” and “Confirm Password” fields.

Save button: saves the password you have entered in the above fields.

Close button: closes the form

Revision #4

Created 17 July 2023 22:44:00 by Paige

Updated 13 August 2024 08:21:47 by Paige