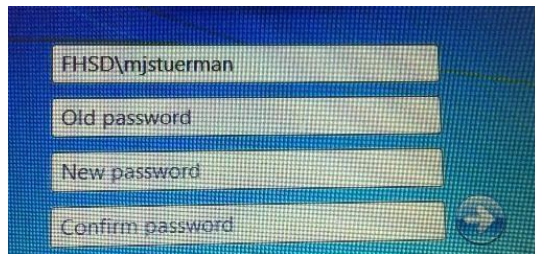


Changing your password is easy!

1. Log in to the computer using your regular password.
2. After you are logged in hit ctrl + alt + delete button once.
3. When you see this screen choose “change password”.



4. You should see the following screen:



5. Put in your password where it says “old password”.
6. Now STOP.
7. Does your old password have between 8-16 characters, AND a capital letter, AND either a number or symbol, AND does NOT include your name or student number?
 - If yes, then you do not need to make up a new password, you may just re-enter your current password where it says new password and confirm.
 - If no, then you need to create a new password that meets the criteria above.
8. Click on the arrow. You should get a message that your password has been reset.

Now the same password works for your District Account, Google Account, and Microsoft OneDrive!