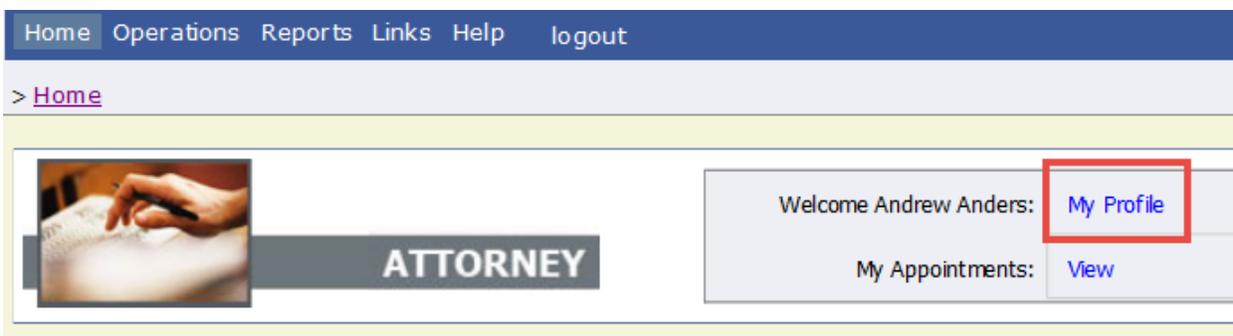
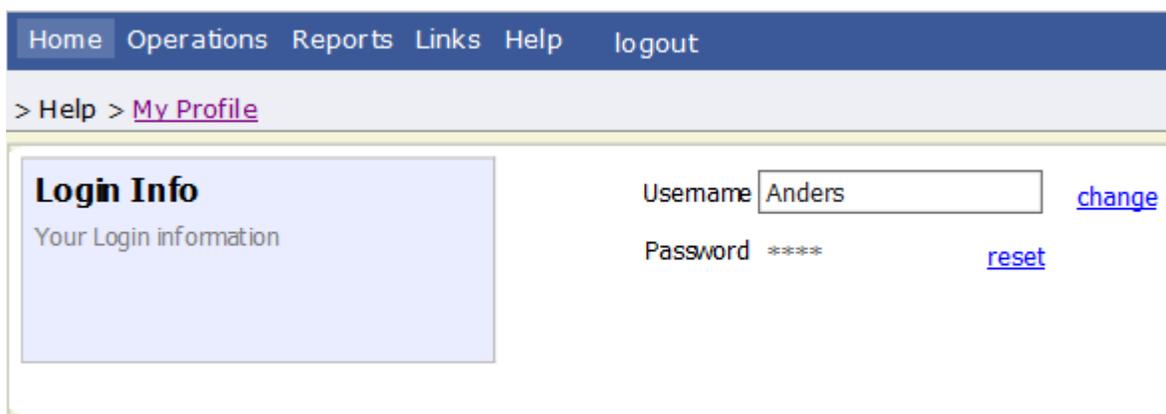


Changing Your Username and Password

Your username and password can be accessed in your profile. You will find a **My Profile** link to your profile near the top of your **Home** page and can also find a link under the **Help** menu.



From your **My Profile** page, click **Edit** to the right of the **Login Info**.



To change your Username, type the new **Username** and click [change](#).

To reset your password, click [reset](#). The screen will change to allow you to enter and confirm the new password. Click **Reset**.

Username [change](#)

Password *

Confirm *

[cancel](#)

Your password must be different than the previous password and be:

- at least 8 characters,
- at least one upper case character,
- at least one lower case character,
- at least one numerical character, and
- at least one special character (!, @, #, \$, *, %, ^, &, -, +)