# Change School Login Password

### Please view the second page if you want to change your password on your own device

#### School Laptop or Computer:

- Turn on laptop or desktop computer
- Login with your school **username** and **password** on the bottom of your timetable or login slip If you don't have your default login details ask your teacher or see IT Services
- Once you have logged in press Ctrl + Alt + Delete on the keyboard
- Click on **Change a password** option
- Enter your current password and enter your new password twice
  - Password Requirements
    - At least 8 characters
    - At least one capital and lower-case character
    - At least one number character
    - Your password cannot be any of your last 24 passwords
- Click the arrow and press Enter on the keyboard
- If your new password is not accepted make sure that your password meets the requirements above
- When the password has been changed and you are finished with the laptop or computer make sure that you shutdown (on laptops wait for the power light to turn off before closing the screen)

Lock		
Switch user		
Sign out	Change a password	
Change a password	MSC/user01	
Task Manager	New password	Change a password
	Sign in to: MSC How do I sign in to another domain?	Your password has been changed.
Cancel	Sign-in options Cancel	ОК

# Change School Login Password

### Please view the first page if you want to change your password on a school device

#### Other Device:

- Turn on your device
- Open an Internet browser
- Go to https://edpass-0583.okta.com/enduser/settings
- Login with your school **username** and **password** on the bottom of your timetable or login slip If you don't have your default login details ask your teacher or see IT Services
- Under the Change Password heading enter your current password and enter your new password twice
  - o Password Requirements
    - At least 8 characters
    - At least one capital and lower case character
    - At least one number character
    - Your password cannot be any of your last 24 passwords
    - At least 1 day(s) must have elapsed since you last changed your password
- Click the Change Password button
- If your new password is not accepted make sure that your password meets the requirements above
- There might be a delay before your new password is active

Change Password	
Password requirements: • At least 8 characters • Your password cannot be any of your last 24 passwords • At least 1 day(s) must have elapsed since you last changed your password	EdPass
Current password     •••••••       New password     •••••••       Confirm new password     ••••••••	Marden Senior College Please verify your password Password
Sign me out of all other devices. Learn more. Change Password	Verify