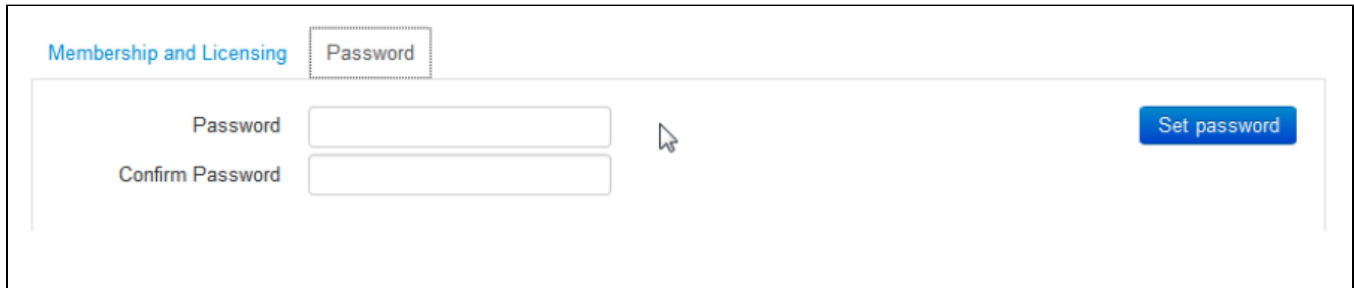


Changing Passwords

Users can change their own passwords by logging on to the portal and clicking on the password tab. Admin users can change the passwords of their own or other users by doing the same. This function is available to ML users as well as practice users.

The screenshot shows a web interface for changing a password. At the top left, there is a link labeled "Membership and Licensing" in blue. To its right is a tab labeled "Password" with a dotted border. Below these, there are two input fields: the first is labeled "Password" and the second is labeled "Confirm Password". A mouse cursor is hovering over the first input field. To the right of the input fields is a blue button labeled "Set password".

Membership and Licensing Password

Password

Confirm Password

Set password

Figure 19: Changing Password screen

Passwords are stored hashed and neither PHN staff nor PEN CS staff can retrieve user passwords, they can only be reset.