



Password Management System – Student Guide

To access the password management system, go to <http://134.29.175.146>.

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Reset a forgotten password

You will get to a page like this:

Please Sign in
Password Self Service

Sign in **✕ Cancel**

 [Forgotten Password](#) Regain access to your account if you have forgotten your password.

 [Forgotten User Name](#) Find your forgotten user name.

If you need to reset your current password, simply click on “Forgotten Password”

It will bring you to a page like this:

Forgotten Password
Password Self Service

If you have forgotten your password, follow the prompts to reset your password.

Username*

🔍 Search **✕ Cancel**



Enter your username including the S (I.E. S02)

It will then bring you to a page to verify your identity.

Forgotten Password

Password Self Service

Please answer the following questions. If you answer these questions correctly, you will then be able to reset your password.

First Name

Last Name

Star ID

✓ Check Answers

✗ Cancel

Fill out the information correctly and press “Check Answers”. If you have any issues, please contact your instructor to verify the information that is on file for you. If the information that is on file is incorrect, please let your instructor know so it can be updated in the system.



If the information you entered is correct, it will bring you to a page to reset your password.

Change Password S02
Password Self Service  

Please change your password. Keep your new password secure. After you type your new password, click the Change Password button. If you must write it down, be sure to keep it in a safe place. Your new password must meet the following requirements:

- Password is case sensitive.
- Must be at least 6 characters long.
- Must not include a common word or commonly used sequence of characters.

Please type your new password

New Password 

Confirm Password

 **Change Password**  **Cancel**

Ensure your password meets the requirements and your password will be reset.



Retrieve forgotten username

If you have forgotten your username, simply click on “Forgotten User Name” on the login screen.

 [Forgotten Password](#) Regain access to your account if you have forgotten your password.

 [Forgotten User Name](#) Find your forgotten user name.

It should bring you to a page like this.

Forgotten User Name

Password Self Service

Please type in the following information. This information will be used to lookup your forgotten user name.

First Name*

Last Name*

Star ID

Simply fill out the requested information and press “Search”



If the information you entered returned any results, you should get a page like this. In this case, I entered S02's user information.

Forgotten User Name

Password Self Service

Your username is S02. Please record your username for future use.

▶▶ Continue

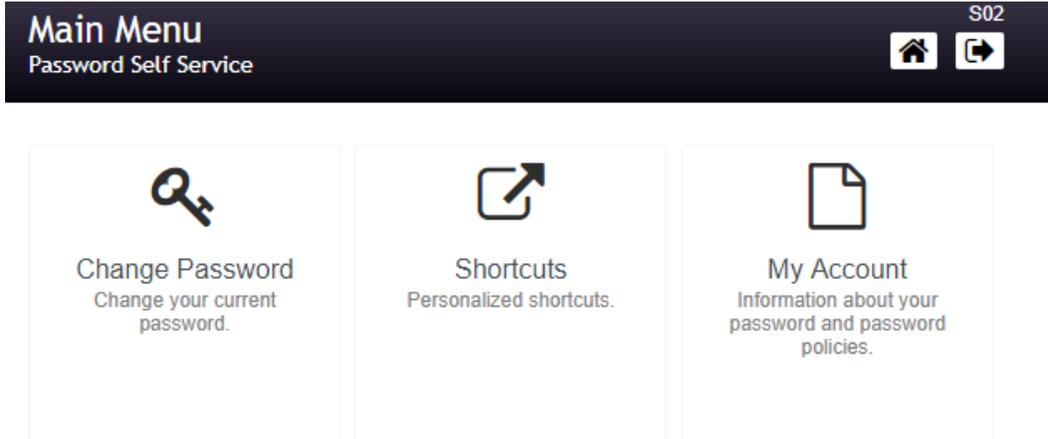
If your search didn't return any results, it will bring you right back to the search page. No error message will be shown. If this happens and you are sure you have entered in the correct information, see your instructor for assistance. Please give them you star id as well so it can be entered into the system if that was the problem.



Change Current Password

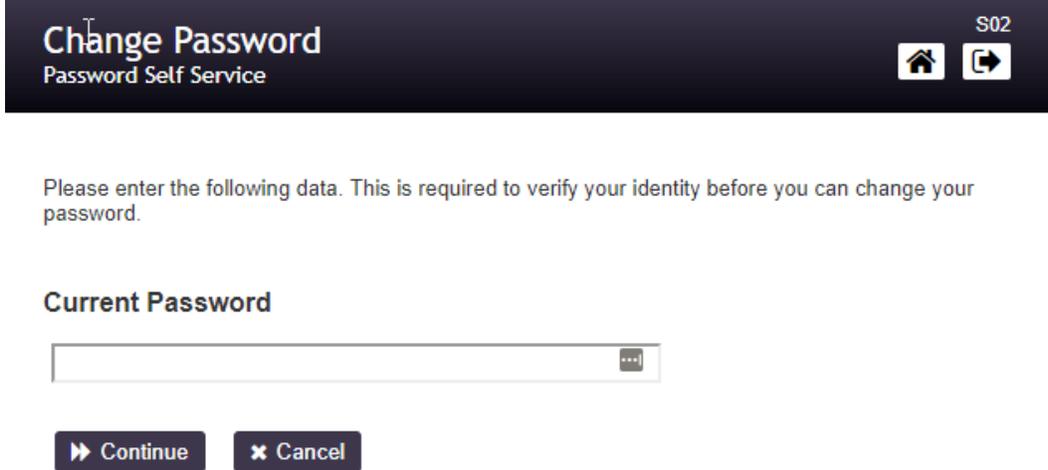
To change your current password, simply login on the login screen.

When you login, you will be brought to a page like this.



You can change your password by clicking “Change Password”

It will then bring you to a page that prompts you for your current password. Enter it in and press “Continue”.





If you entered your password correctly, it will bring you to this page.

Change Password

Password Self Service

S02

Please change your password. Keep your new password secure. After you type your new password, click the Change Password button. If you must write it down, be sure to keep it in a safe place. Your new password must meet the following requirements:

- Password is case sensitive.
- Must be at least 6 characters long.
- Must not include a common word or commonly used sequence of characters.

Please type your new password

New Password

Confirm Password

[▶ Change Password](#) [▶ Cancel](#)

Enter in a new password of your choice. If your password meets the requirements, it will tell you that the new password was accepted and to click “Change Password”.

Change Password

Password Self Service

S02

Please change your password. Keep your new password secure. After you type your new password, click the Change Password button. If you must write it down, be sure to keep it in a safe place. Your new password must meet the following requirements:

- Password is case sensitive.
- Must be at least 6 characters long.
- Must not include a common word or commonly used sequence of characters.

New password accepted, please click change password

New Password **Strength: Strong**

Confirm Password

[▶ Change Password](#) [▶ Cancel](#)



Lookup Current Information

To lookup your current information, simply login on the login screen.

When you login, you will be brought to a page like this.

Main Menu
 Password Self Service

S02

Change Password
 Change your current password.

Shortcuts
 Personalized shortcuts.

My Account
 Information about your password and password policies.

You can lookup your current information by clicking on “My Account”.

You will be brought to a page like this:

My Account
 Password Self Service

S02

My Account My Data Password Policy

User Name	S02
Email	n/a
Network Address	134.29.173.69
Network Host	134.29.173.69

Continue

You can see your star id and other information by clicking on “My Data”.