




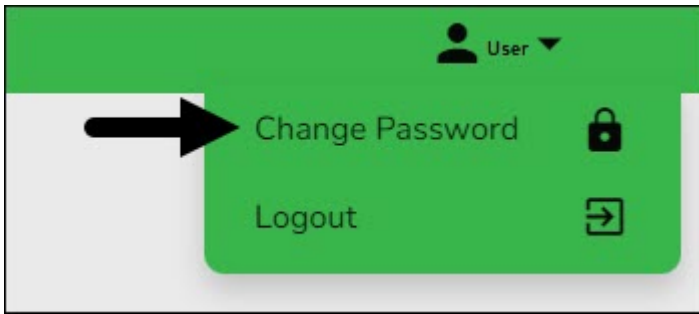
Change Password

Table of Contents

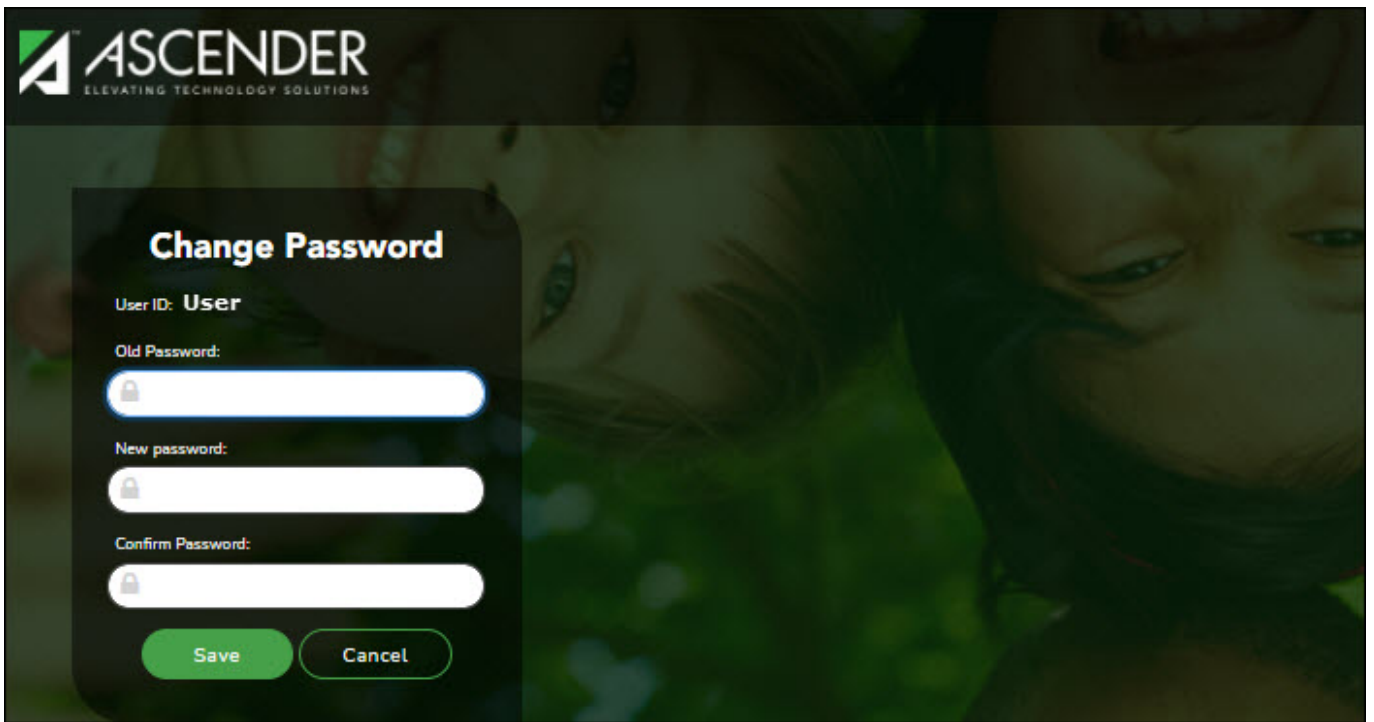
Change Password i

Change Password

To change your password, from the ASCENDER Home page, click  next to your user name and then click **Change Password**.



The Change Password page is displayed.



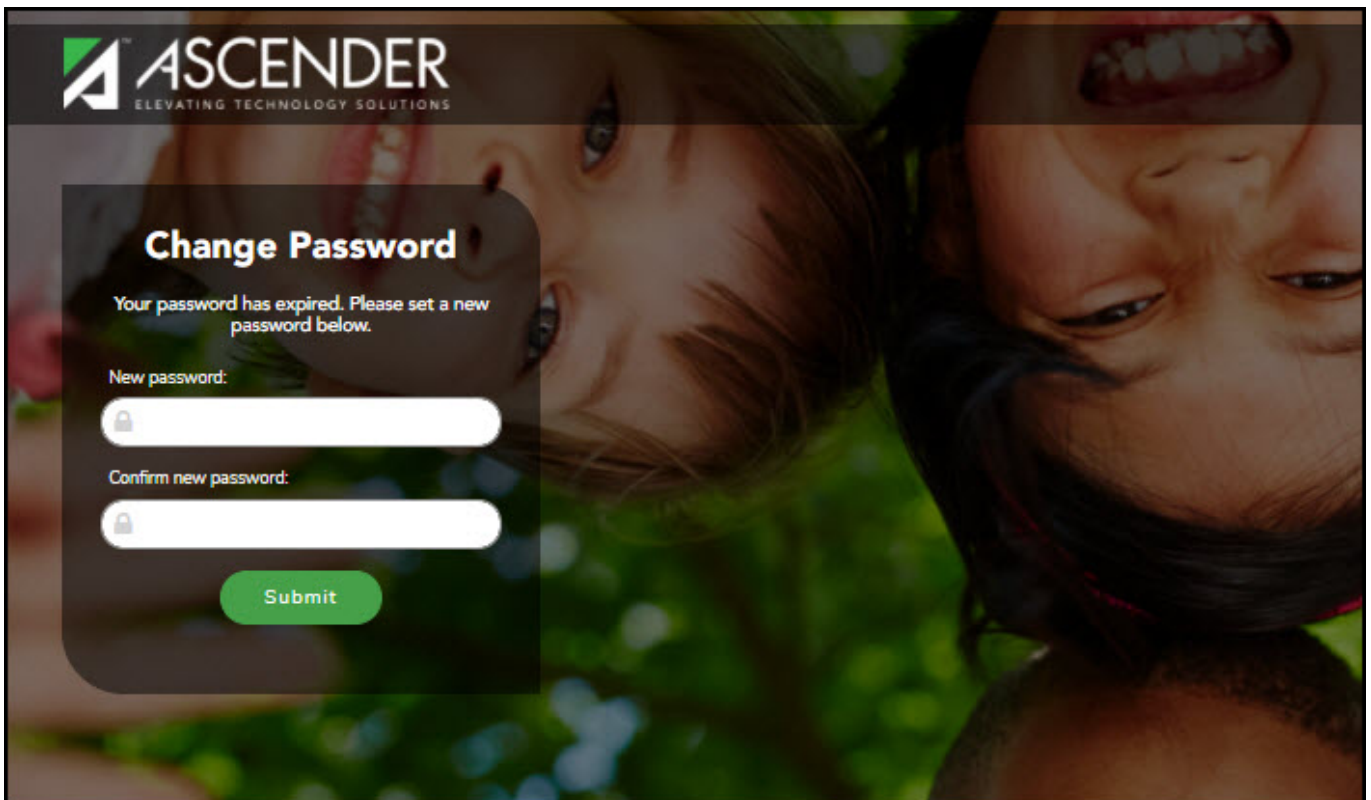
User ID	Displays your LEA-issued user ID.
Old Password	Type your old (current) password.
New Password	Type your new password.
Confirm Password	Retype your new password to confirm.

Click **Save** to save your new password.

Click **Cancel** to cancel the request and return to the ASCENDER Home page.

Note: The ASCENDER password requirements are defined by the LEA on the Utilities > Set TxEIS Preferences page in DBA Assistant.

If your password expires, the following Change Password page is displayed.



ASCENDER
ELEVATING TECHNOLOGY SOLUTIONS

Change Password

Your password has expired. Please set a new password below.

New password:

Confirm new password:

Submit

You will be prevented from reusing a previous password.



The following page is displayed upon successfully changing your password:

