



ASCENDER
EMPLOYEE
PORTAL

ASCENDER GUIDES



ASCENDER.
ELEVATING TECHNOLOGY SOLUTIONS

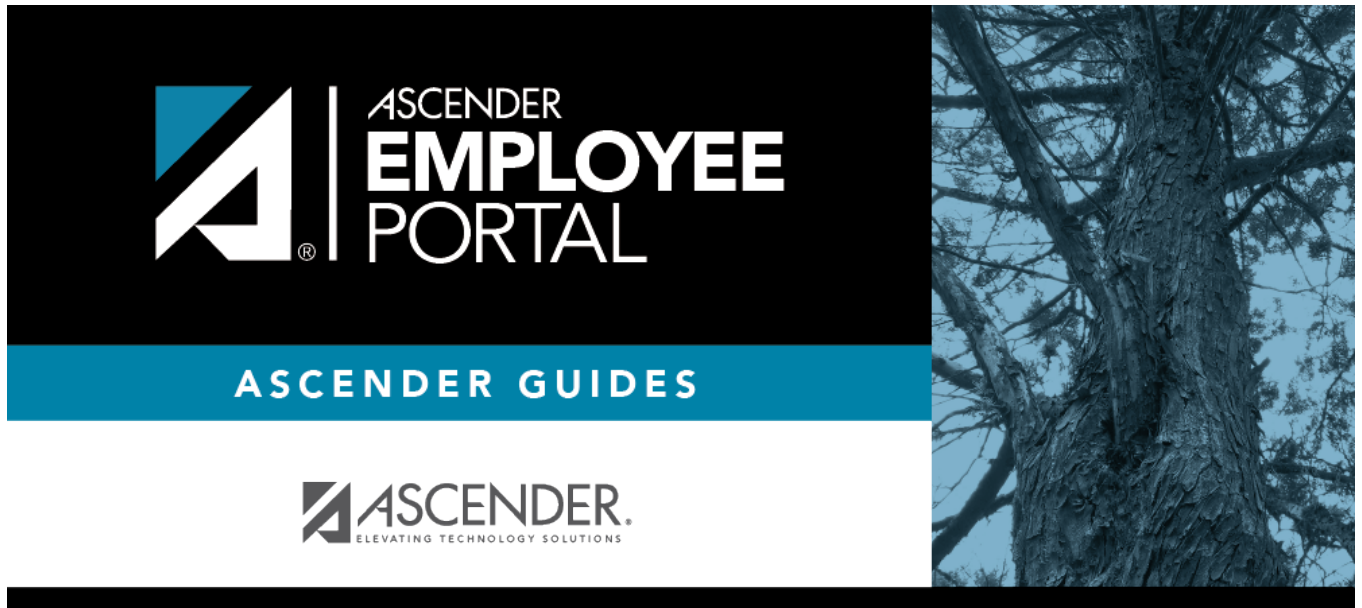


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☐ Click **Change Password**. The Change Password window opens.

Old Password	Type your current EmployeePortal password.
New Password	Type a new 8-46 character alphanumeric password.
Confirm Password	Retype the password that you typed in the New Password field to confirm your new password.

☐ Click **Submit** to update your current password to the new password. Otherwise, click **Cancel** to close the window without saving any changes. You will receive a confirmation email message notifying you that your password changed.



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