## **Changing your Password** For Windows Computers

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The following is documentation on how to reset your password on a Windows 10 computer.

## Change a Password on a Windows Machine

- 1. <u>Resetting your Password while on Campus</u>
  - a. Once logged into the computer, verify that all applications are **closed**.
  - b. Press CTRL+ALT+DELETE
  - c. Click Change Password
  - d. Enter your Existing Password, then New Password and Confirm New Password
  - e. Restart the Computer, and Login with your New Password
- 2. Resetting your Password while off Campus
  - a. Once logged into the computer, verify that all applications are closed.
  - b. Connect to the VPN (<u>https://www.cabrini.edu/about/departments/information-technology-and-resources/internet-networks-and-security/virtual-private-network</u>)
  - c. Press CTRL+ALT+DELETE
  - d. Click Change Password
  - e. Enter Existing Password, then New Password and Confirm New Password
  - f. Restart the Computer, and Login with your New Password
- 3. <u>Resetting your Connecting to Eduroam</u>
  - a. Select the Windows icon in the lower left taskbar.
  - b. Select the Settings icon.
  - c. Select Network & Internet.
  - d. Select the Wi-Fi menu and select Manage known networks.
  - e. Select eduroam and select Forget.
  - f. Select the network connection icon in the lower right task bar and select eduroam.
  - g. Select Connect.
  - h. Enter your Cabrini email address and password and select OK.
  - i. Select Connect.