Changing Your Network Password

- Once you have registered with Password Manager you can now create your password.

**NOTE: If you have not registered with Password Manager**

- Go to [www.solano.edu/technology/techtips.html](http://www.solano.edu/technology/techtips.html)
- Click the Password Manager link in Tech Tips and open up the Registering with Password Manager Procedure.

- Type or cut and paste into a web browser the following link:
  - [https://helpdesk.solano.edu/QPM/User](https://helpdesk.solano.edu/QPM/User)

- You will come to the login screen as shown below

![Login Screen](image)

- Enter your User Name
  - This is the username that you use to login to your computer or to access your SCC email.

- Enter in the Characters as shown in the box. In this example it is VEGX7

- Click Search
You will now be taken to the Welcome Screen for Password Manager.

Click on Manage My Passwords

Enter your Current Network Password.

**NOTE: If you have forgotten your Network Password**

- Go to [www.solano.edu/technology/techtips.html](http://www.solano.edu/technology/techtips.html)
- Click the Password Manager link in Tech Tips and open up the **Forgot Network Password Procedure** and follow that.

Click Next
You will then be taken to the Enter New Password Page.

Enter in a Password and a Confirmation Password
- Note: The Password needs to follow a certain Criteria.
- The criterion is provided for you on the page by clicking on click here.
  - If you would like to print a copy of the criteria Go to: www.solano.edu/technology/techtips.html
  - Click the Password Manager link in Tech Tips and open up Password Standards

Click Finish

If you have met the correct Password Criteria you will get a Successful Reset Screen as shown below.

Click Close this window
  - You have now successfully changed your network Password.