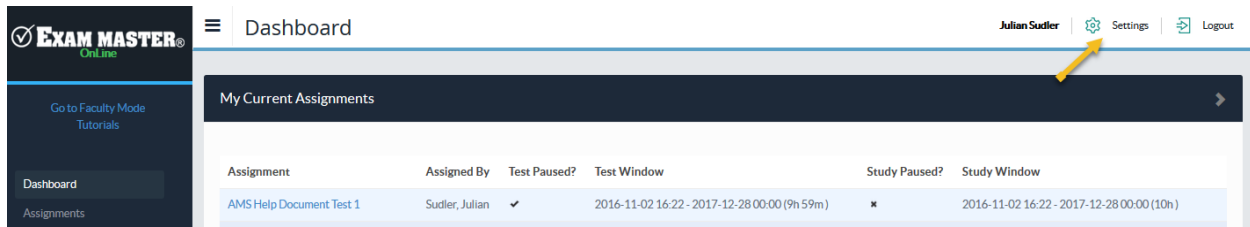


Changing Password

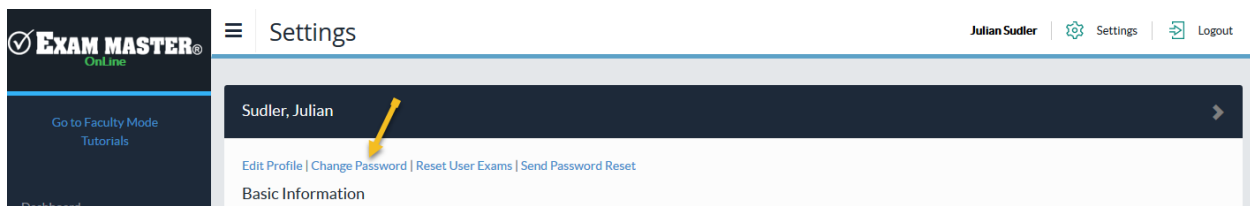
1. Click **Settings**



The screenshot shows the Exam Master dashboard. In the top right corner, the user's name "Julian Sudler" is displayed next to a gear icon labeled "Settings" and a "Logout" link. A yellow arrow points to the "Settings" gear icon. The main content area shows "My Current Assignments" with a table of assignments.

Assignment	Assigned By	Test Paused?	Test Window	Study Paused?	Study Window
AMS Help Document Test 1	Sudler, Julian	✓	2016-11-02 16:22 - 2017-12-28 00:00 (9h 59m)	*	2016-11-02 16:22 - 2017-12-28 00:00 (10h)

2. Select **Change Password**



The screenshot shows the Exam Master Settings page. The user's name "Sudler, Julian" is at the top. Below it, there are links for "Edit Profile", "Change Password", "Reset User Exams", and "Send Password Reset". A yellow arrow points to the "Change Password" link. Below the links is the "Basic Information" section.

3. Enter password for both **New password** and **New password confirmation**

Note: Passwords must be 8 - 20 characters and must contain at least 1 lowercase letter, 1 uppercase letter, 1 numeral, and 1 special character from !@#%&*

4. Click **Save**



The screenshot shows the "Edit Password" form. It has two input fields: "New password *" and "New password confirmation *". A note below the fields states: "Note: Passwords must be 8 - 20 characters and must contain at least 1 lowercase letter, 1 uppercase letter, 1 numeral, and 1 special character from !@#%&*". Below the note is a "* Required" label and a "Save" button. Yellow arrows point to the "New password" field, the "New password confirmation" field, and the "Save" button.