# Changing your e-portfolio password

7 Steps

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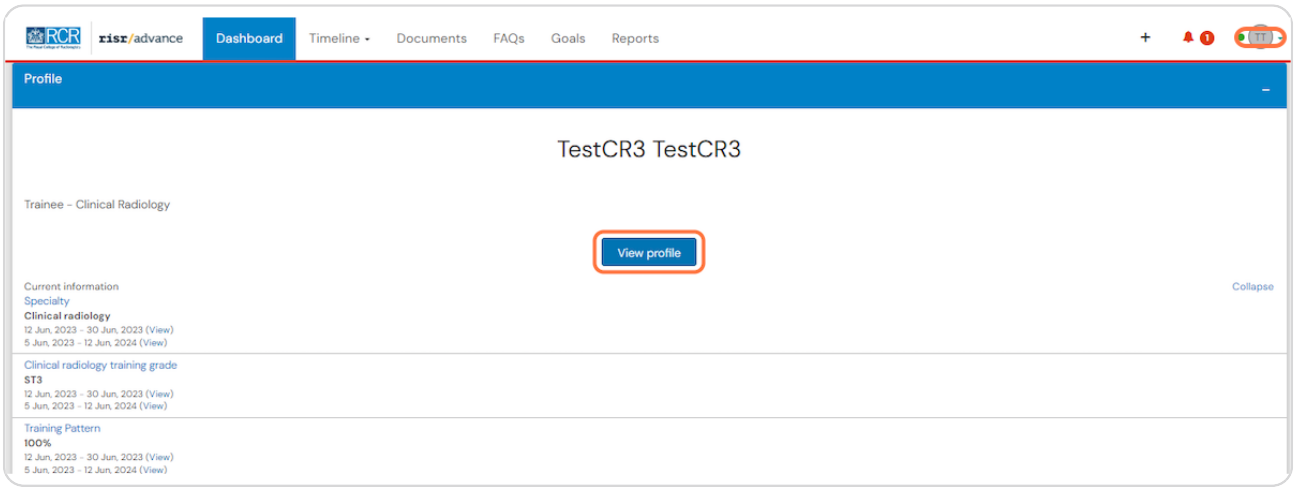
| Created by | Creation Date | Last Updated |
| --- | --- | --- |
| WDAT | June 30, 2023 | July 17, 2023 |

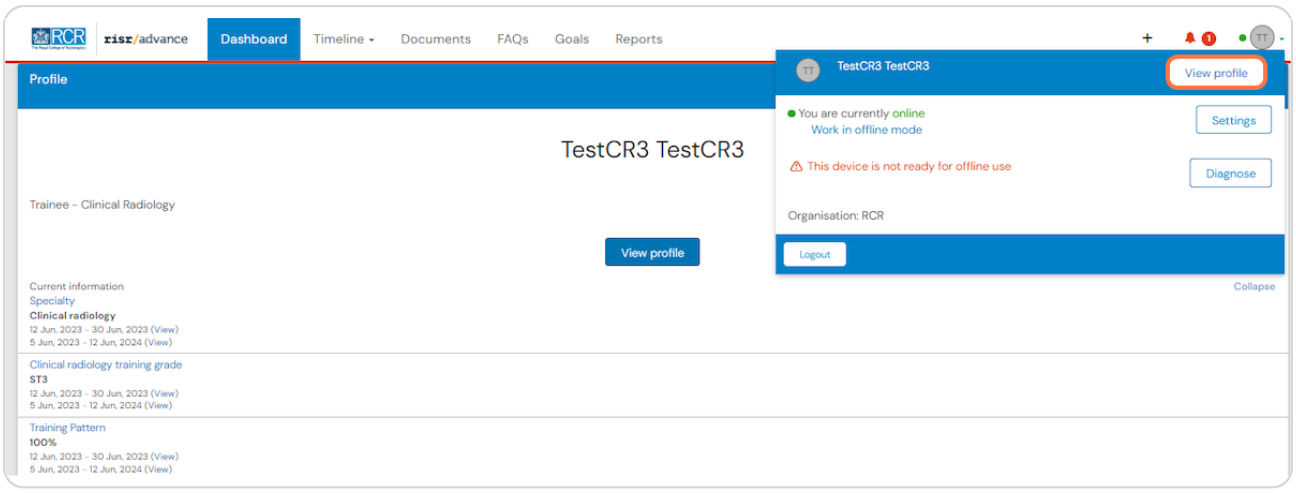
STEP 1

## From your dashboard you can either click on View profile or on your initials in the top right corner




STEP 2

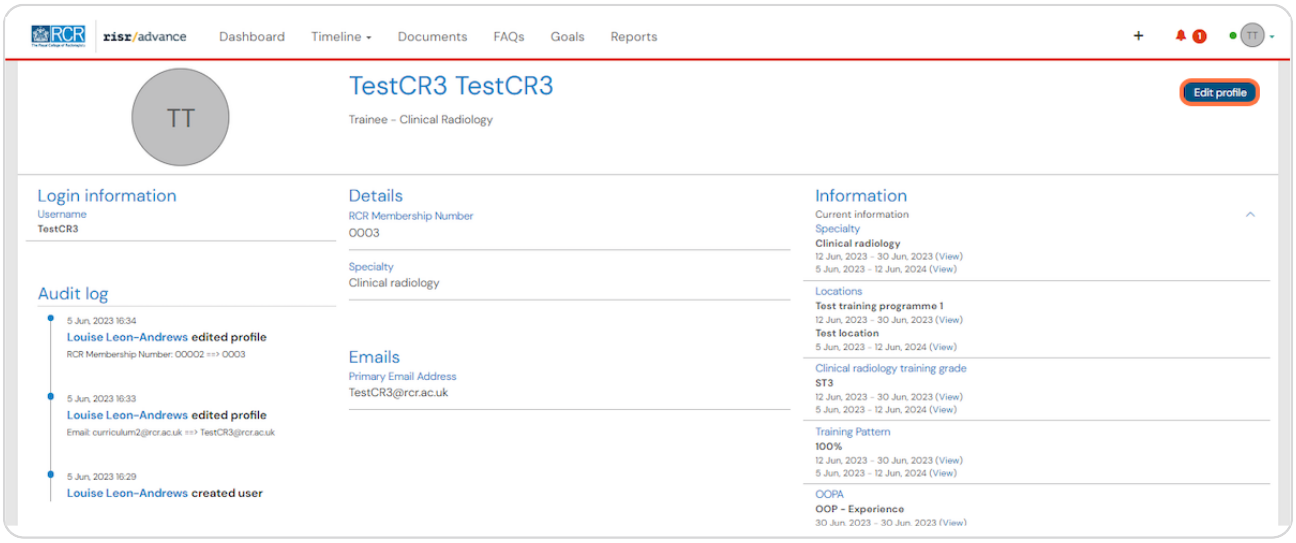
## If you use the icon in the top right, you will then need to click on View profile



STEP 3

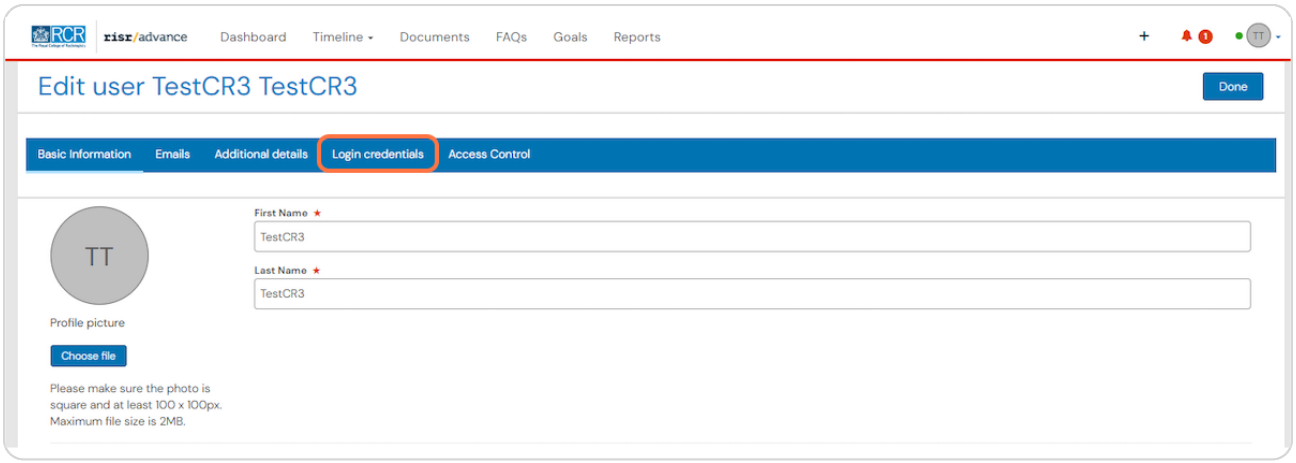
## Click on Edit profile

This page will show a summary of your user information and this is a good opportunity to make sure that your information is up to date



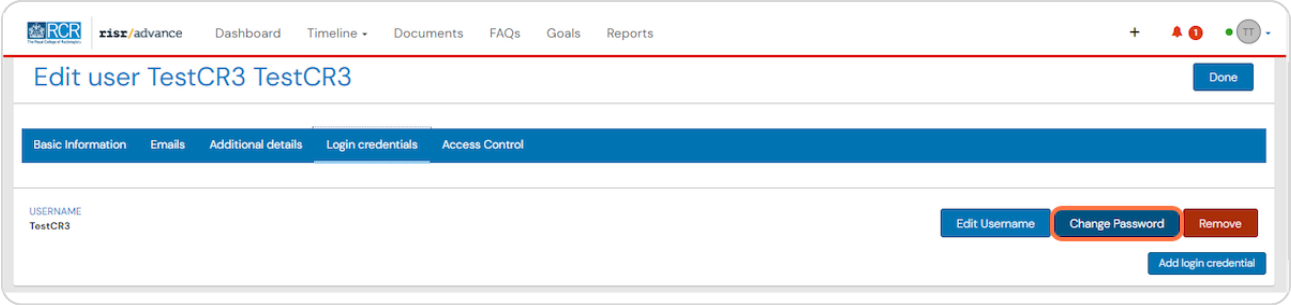

STEP 4

## Click on Login credentials



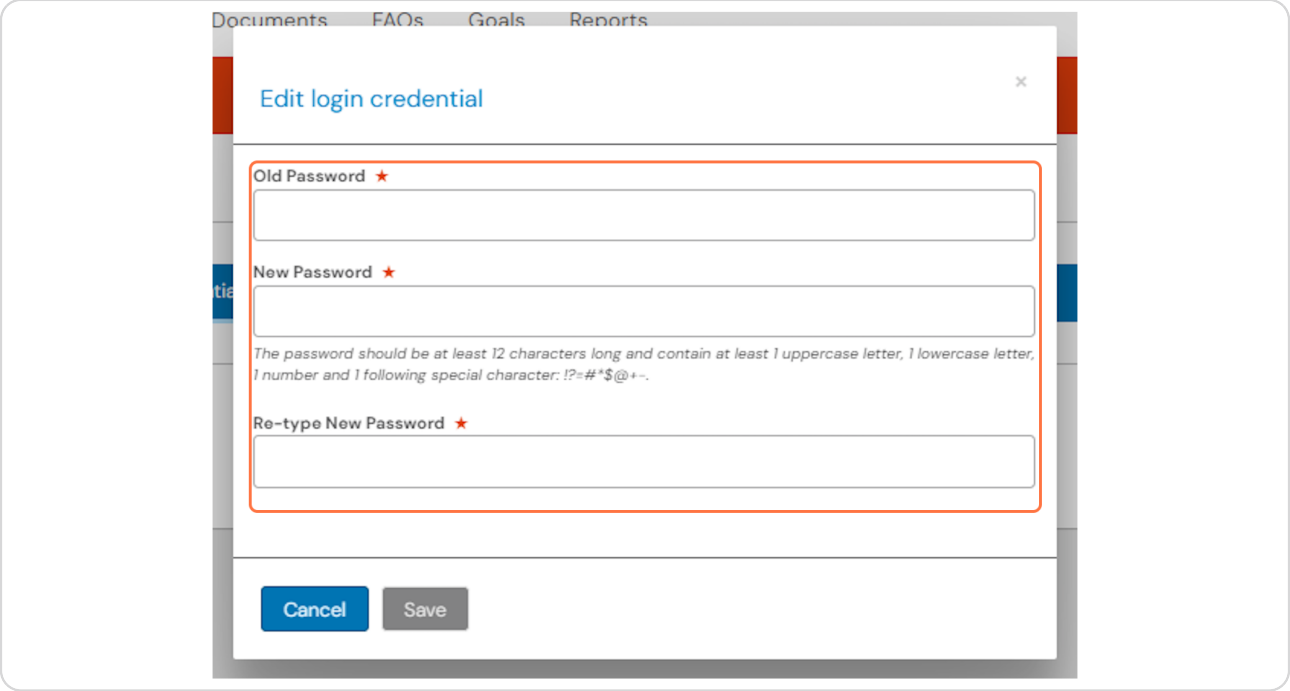
STEP 5

## Click on Change Password



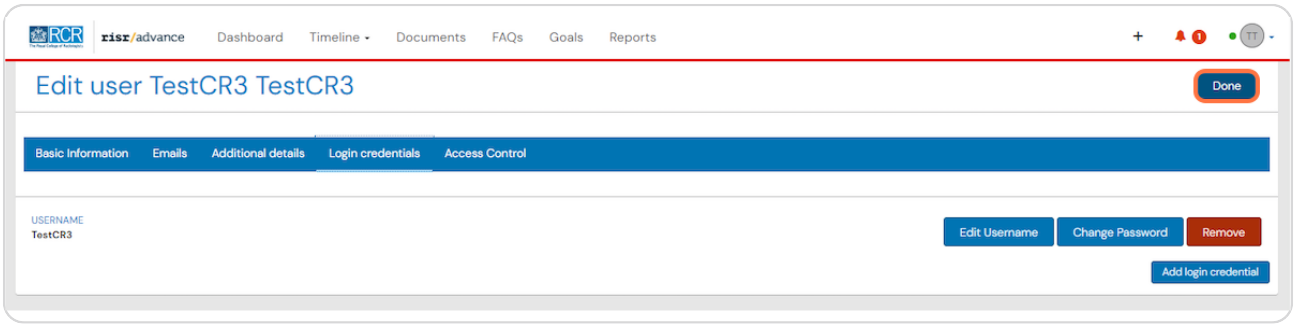

STEP 6

## Enter your current password and your new password and click on Save



STEP 7

## Click on Done



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