

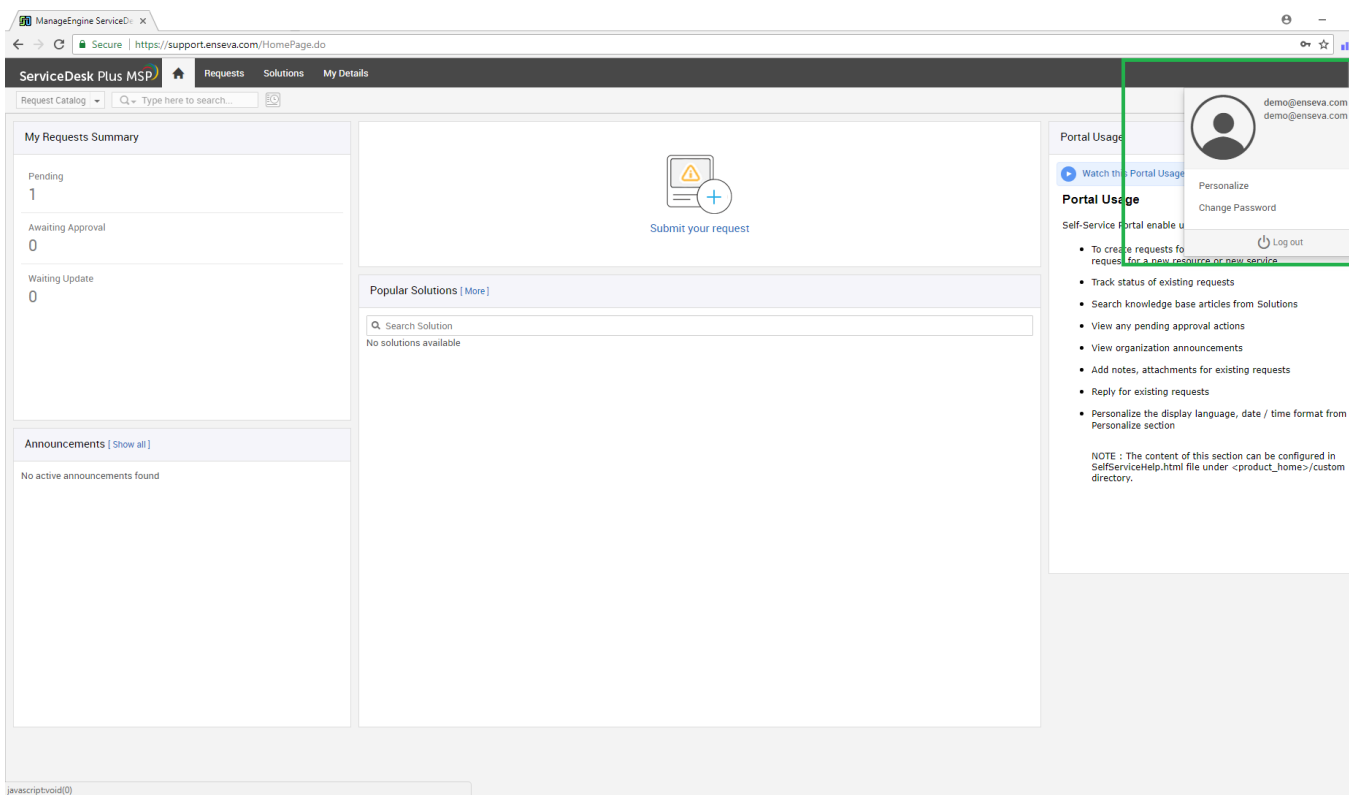
Changing Your Password

We recommend updating your password regularly to keep your account secure.

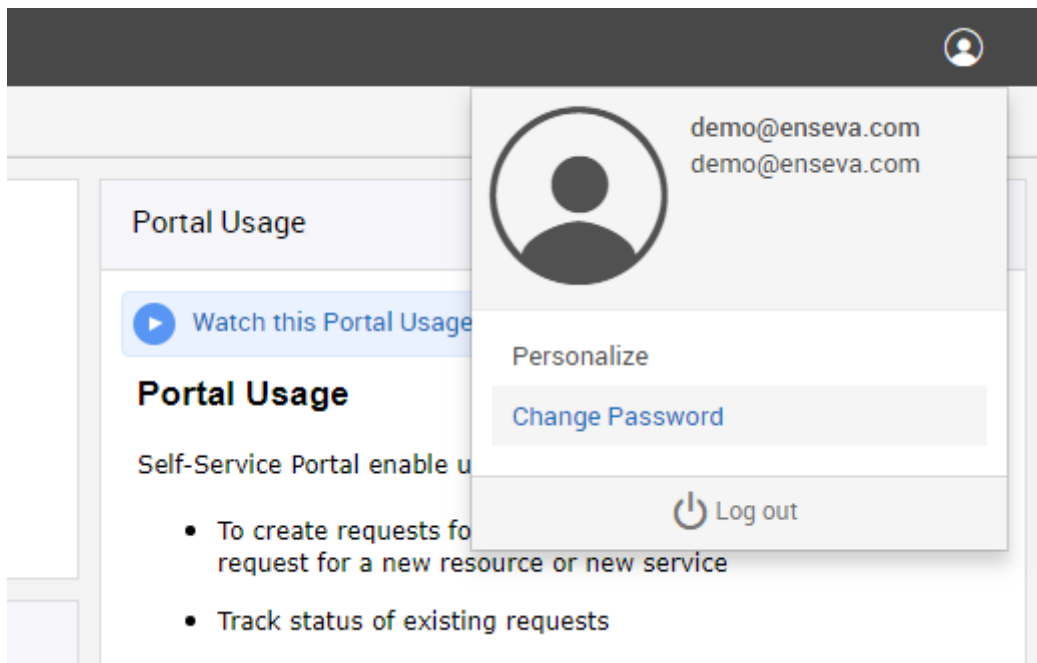
In this tutorial we will review how to update your password from your Enseva account.

Changing Your Password

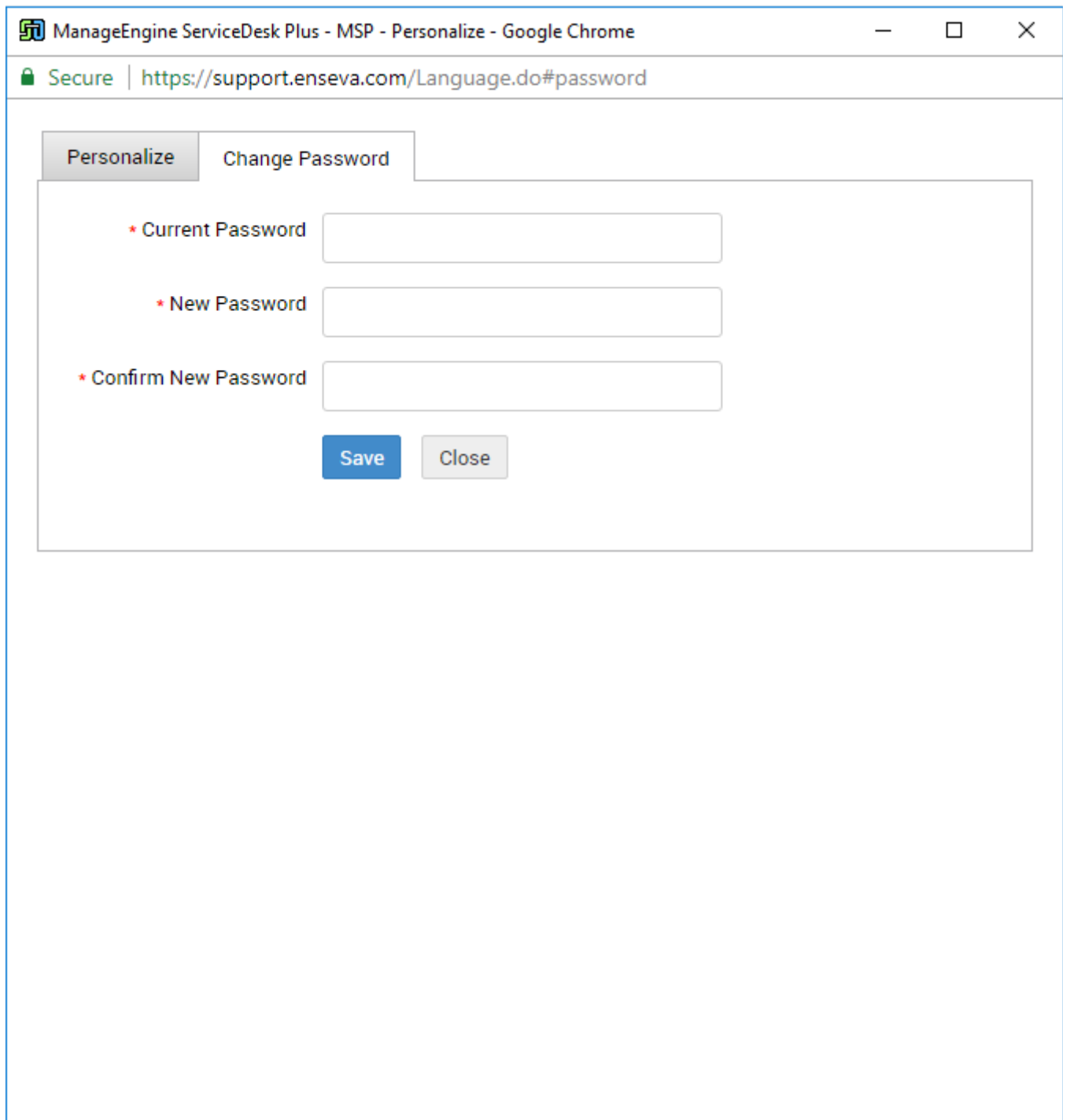
1. To change your password while logged in, click on your User Menu in the upper-right corner of your account home page.



2. Click on Change Password.



3. You'll see a pop-up window as shown below.



The screenshot shows a Google Chrome browser window with the title 'ManageEngine ServiceDesk Plus - MSP - Personalize - Google Chrome'. The address bar indicates a secure connection to 'https://support.enseva.com/Language.do#password'. The page content features two tabs: 'Personalize' (selected) and 'Change Password'. The 'Change Password' tab contains a form with three required password fields, each marked with a red asterisk: 'Current Password', 'New Password', and 'Confirm New Password'. Below these fields are two buttons: a blue 'Save' button and a grey 'Close' button.

ManageEngine ServiceDesk Plus - MSP - Personalize - Google Chrome

Secure | <https://support.enseva.com/Language.do#password>

Personalize Change Password

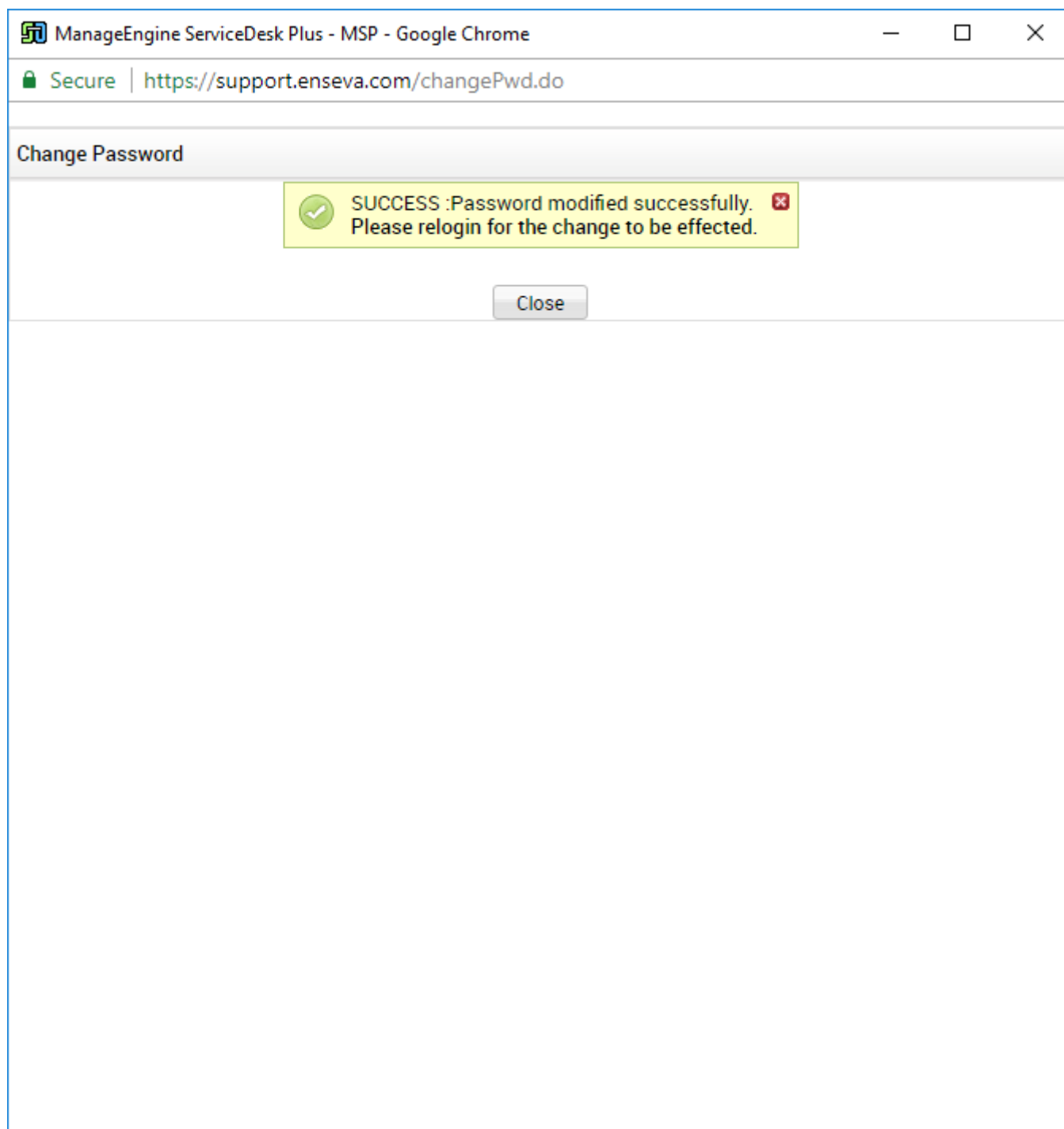
* Current Password

* New Password

* Confirm New Password

Save Close

4. After you click Save you'll see a success screen confirming you've updated your password.



Revision #2

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