

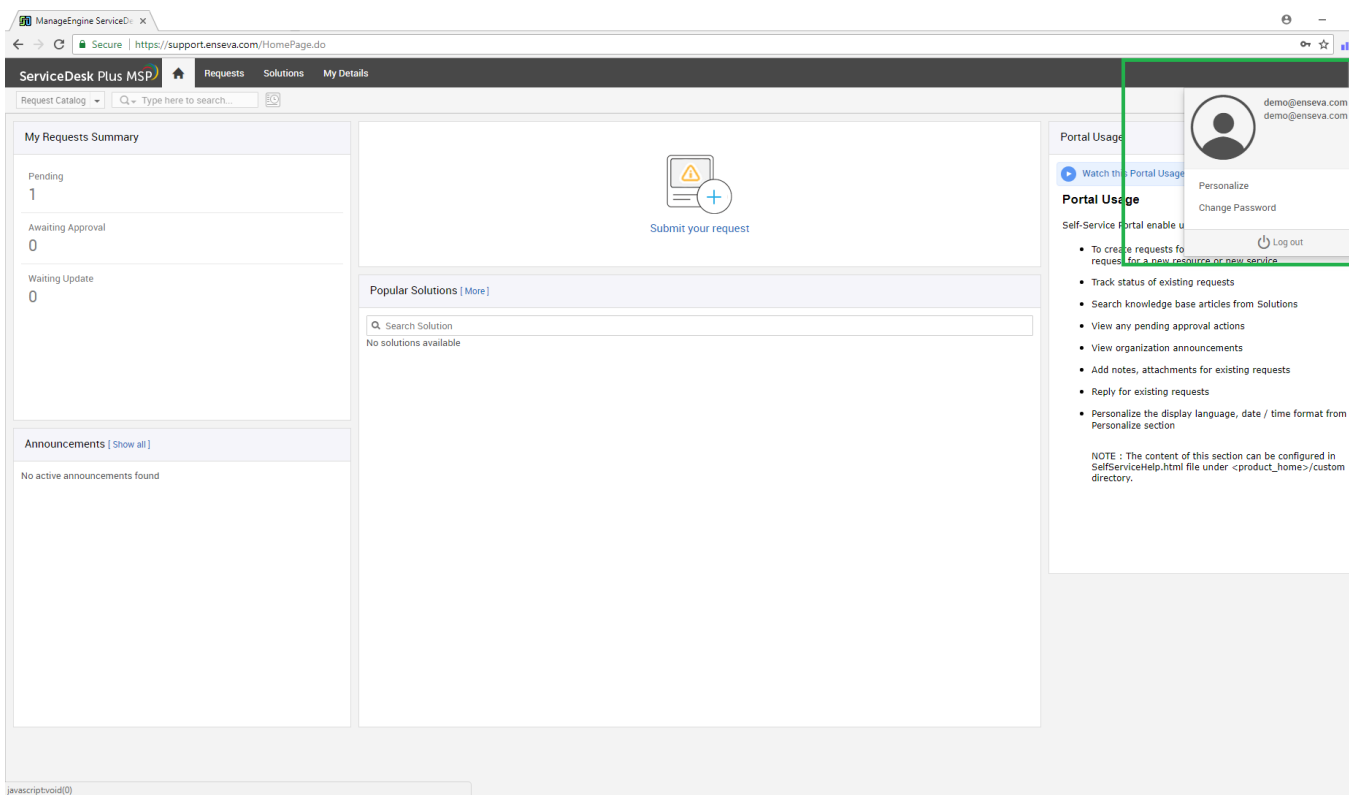
# Changing Your Password

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

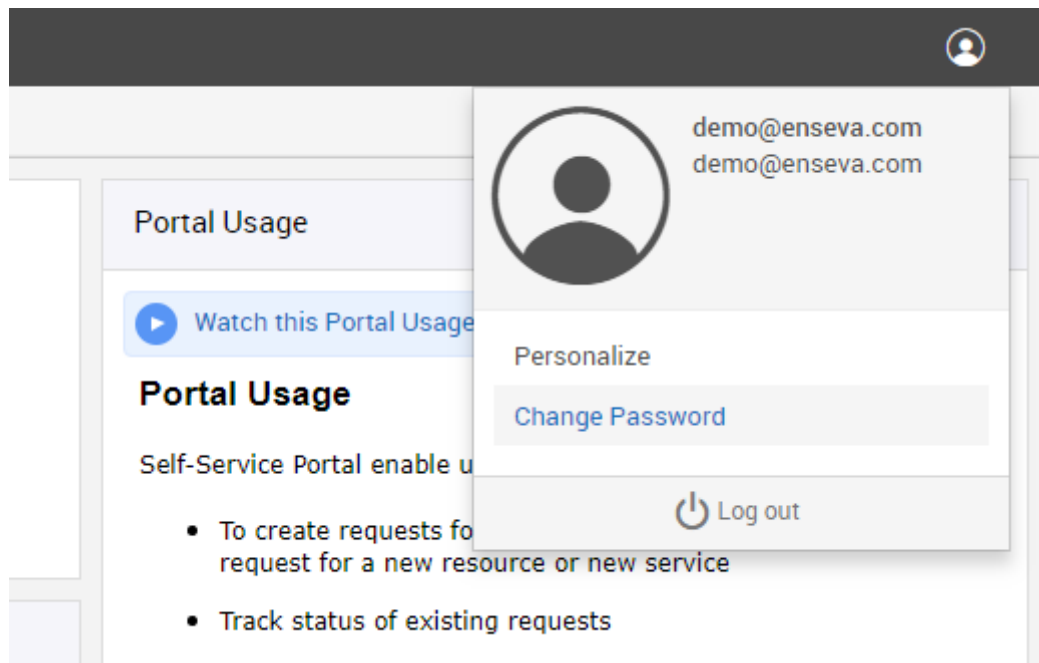
In this tutorial we will review how to update your password from your Enseva account.

## Changing Your Password

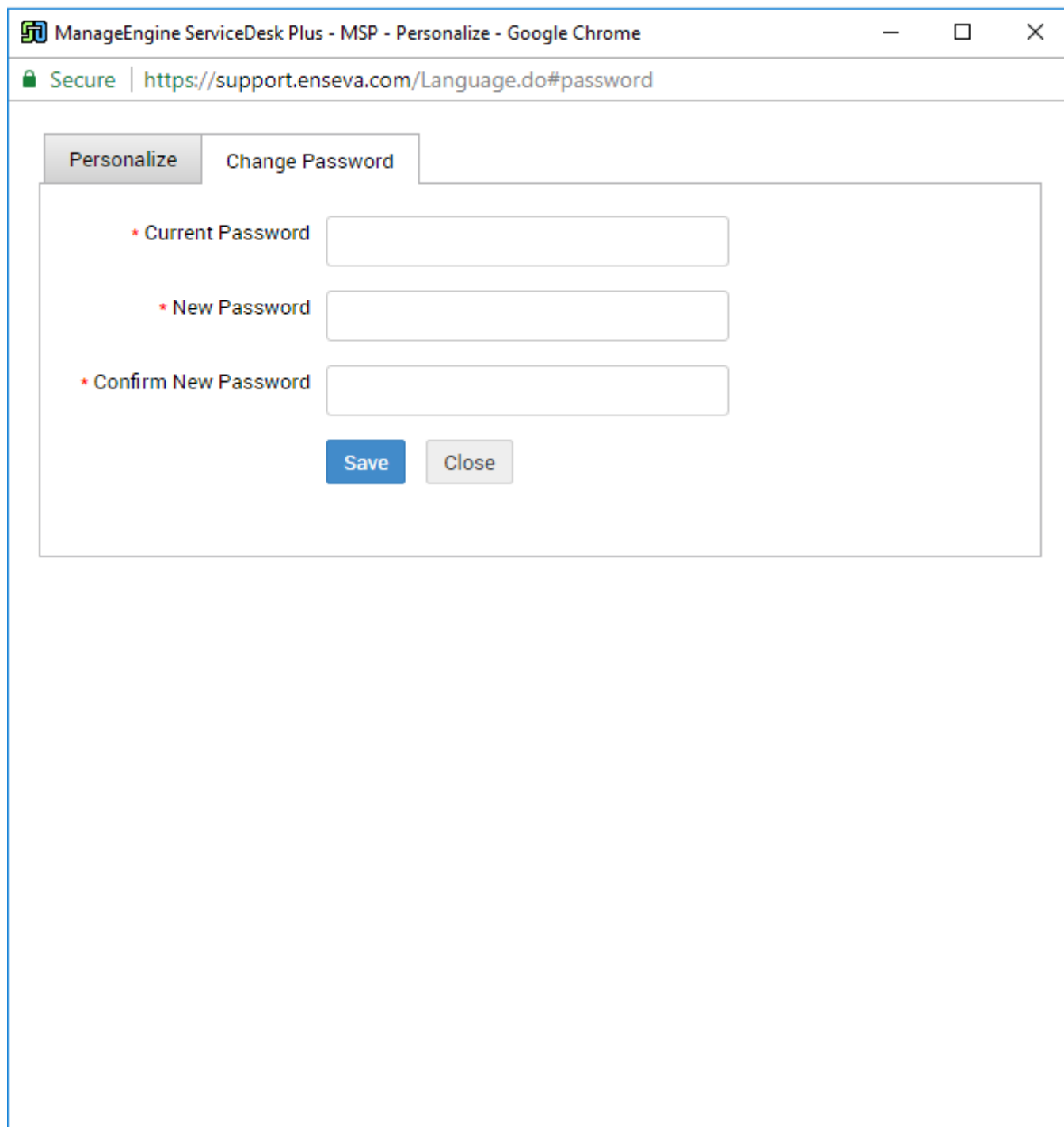
1. To change your password while logged in, click on your User Menu in the upper-right corner of your account home page.



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 displays 'Secure | https://support.enseva.com/Language.do#password'. The main content area features a pop-up window with two tabs: 'Personalize' (selected) and 'Change Password'. The 'Change Password' tab contains 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

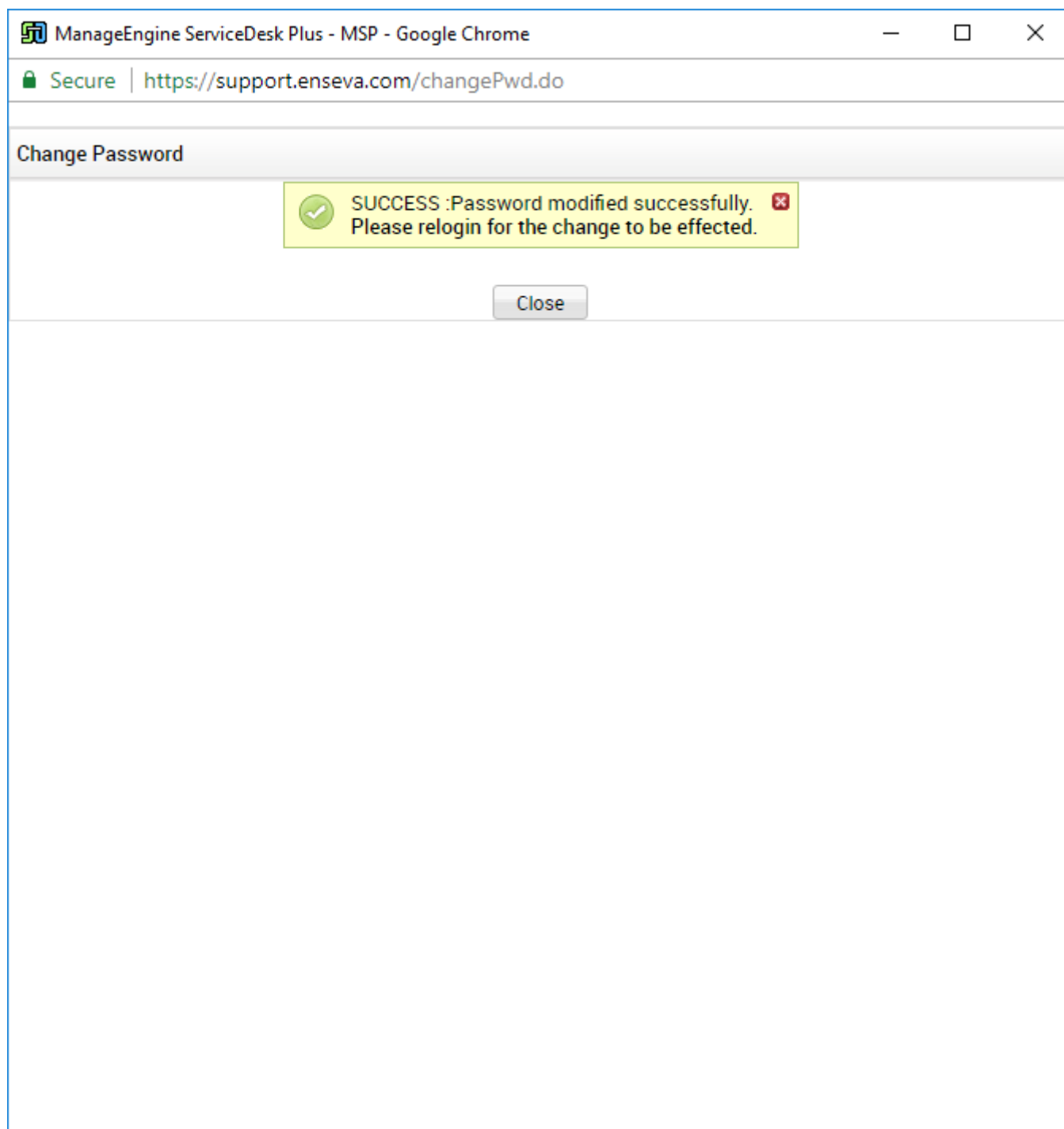
\* Current Password

\* 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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