



April 3rd, 2020

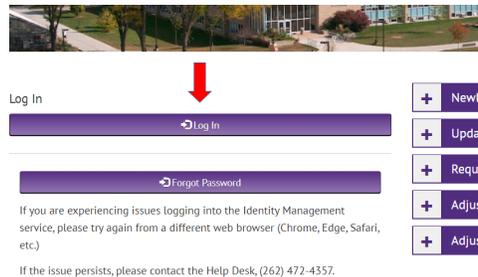
Change Password while Working Remotely

OVERVIEW

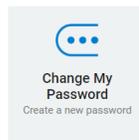
This guide will help you change your password while working remotely. There are a few additional steps to take when remote to ensure it goes smoothly.

Step 1: Go to <https://password.uww.edu> from your internet browser.

Step 2: Click the "Log In" button and sign on with your Net-ID and password.



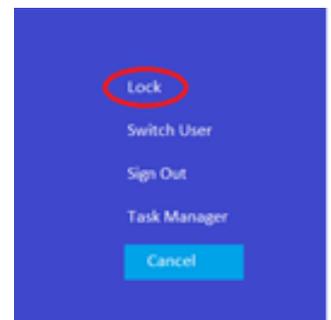
Step 3: Click on the "Change My Password" button and then follow the prompts to change your password.



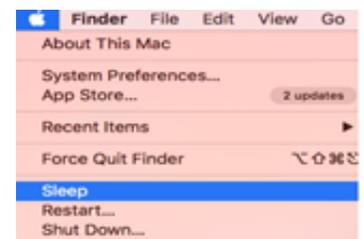
Step 4: Connect to [VPN](#), if not already connected.

Step 5: Lock the computer screen:

- For Windows: hold down the ctrl + alt + delete keys, select 'lock'.
- For Mac: Click on the apple menu and choose "Sleep".



Step 6: Unlock the screen by typing in the new password.



For any questions, please contact the [Help Desk](#).