## HOW TO RESET YOUR PASSWORD OR UNLOCK YOUR ACCOUNT

If you have entered your password wrong, 3 times, in 5 minutes, DAVO will lock your account for one hour to protect your information:

-Try again in 1 hour, your account will be unlocked

## If you wish to reset your password:

- -Click on 'Reset Password' on the login screen
- -Your new password *must* be : 20 characters minimum including 2 uppercase, 2 lowercase and 2 numbers
- -If you'd prefer, you can make your password something easy for you to remember i.e (ILovetotendmygarden44 or IEnjoyplayingbasketball88)

