

## How to Change your Domain / Email password?

### Quark's Domain Password Policy:

Enforce Password History: 5 Passwords Remembered

Max Password Age: 90 Days

Minimum Password Age: 0 Days

Min Password Length: 12 Characters

Complexity Requirements:

Contain characters from three of the following four categories:

English uppercase characters (A through Z)

English lowercase characters (a through z)

Base 10 digits (0 through 9)

Non-alphabetic characters (for example, !, \$, #, %)

Complexity requirements are enforced when passwords are changed or created.

### Default Domain Policy

Data collected on: 9/24/2018 1:02:18 PM

#### Computer Configuration (Enabled)

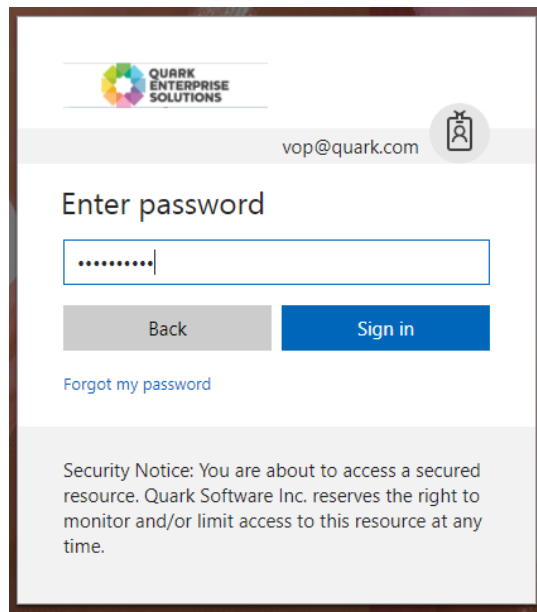
Policies	
Windows Settings	
Security Settings	
Account Policies/Password Policy	
Policy	Setting
Enforce password history	5 passwords remembered
Maximum password age	90 days
Minimum password age	0 days
Minimum password length	12 characters
Password must meet complexity requirements	Enabled
Store passwords using reversible encryption	Disabled

The Password for your [username@quark.com](mailto:username@quark.com) account works to allow access to:

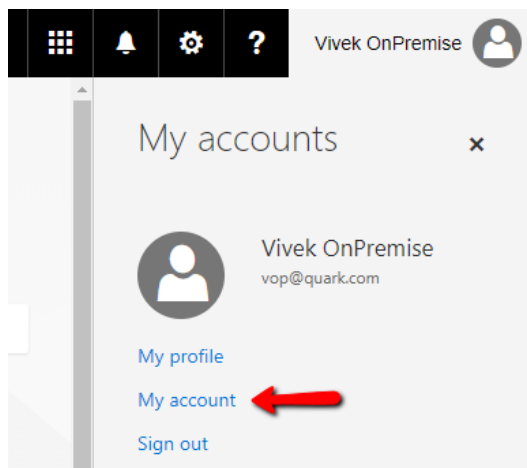
- Login to your Windows Computer (Domain Joined)
- Login to the "Quark" and "QuarkSecure" Wireless Network (on approved devices)
- Login to your Quark Mailbox (<https://outlook.office365.com>)
- Login to Skype for Business / Teams
- Login to all Office365 resources and Apps such as Yammer, OneDrive, Sites.
- Login to IT Ticketing portal <https://IT.quark.com>
- Login to VPN

To change your domain / email password if you use a Mac OS or are remote. Both Option are available over the internet and do not require you to be on Quark's Network.

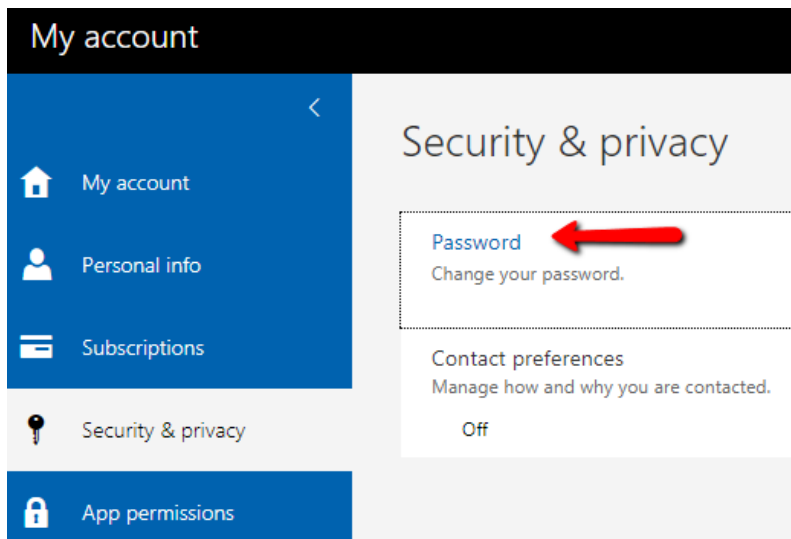
- Go to <https://portal.office.com>
- Login with your email address and password



- Click on the User Icon in the top right corner and select **My account**



- Click Security and Privacy, and then Click Change Password



- Type in your Current Password and New password (remember the Password Complexity Requirements) confirm it by re-typing it and click **Submit**

User ID  
vop@quark.com

Old password

Create new password

Confirm new password

You should now be able to use your NEW password.