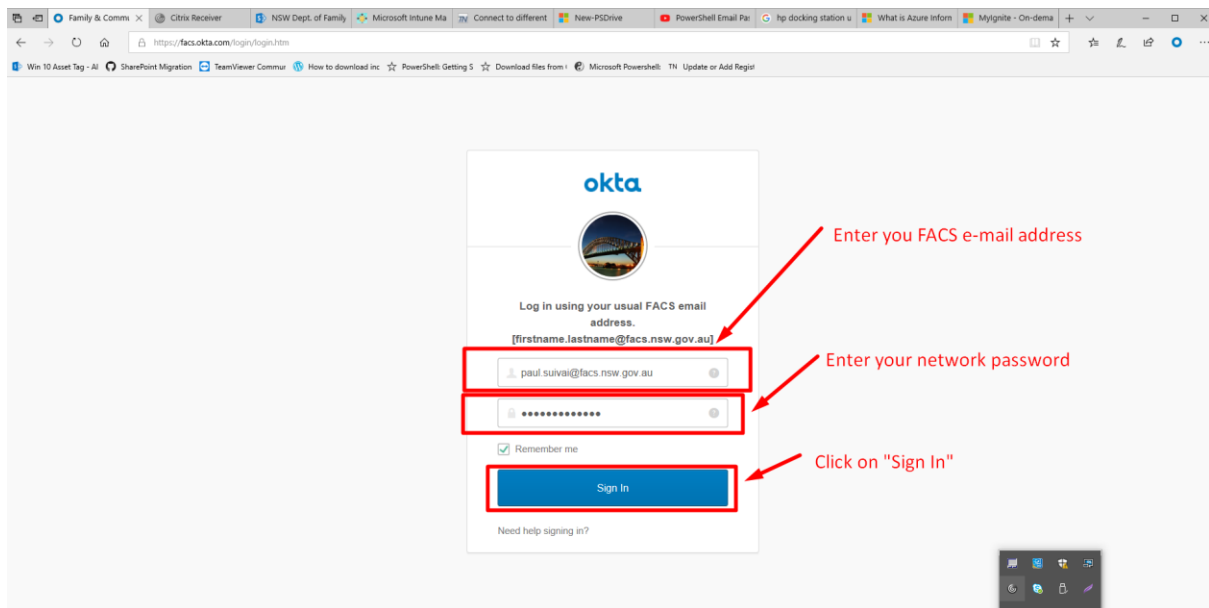# Windows 10 – Updating Password through Okta Guide

This guide will show you how to update your password via Okta
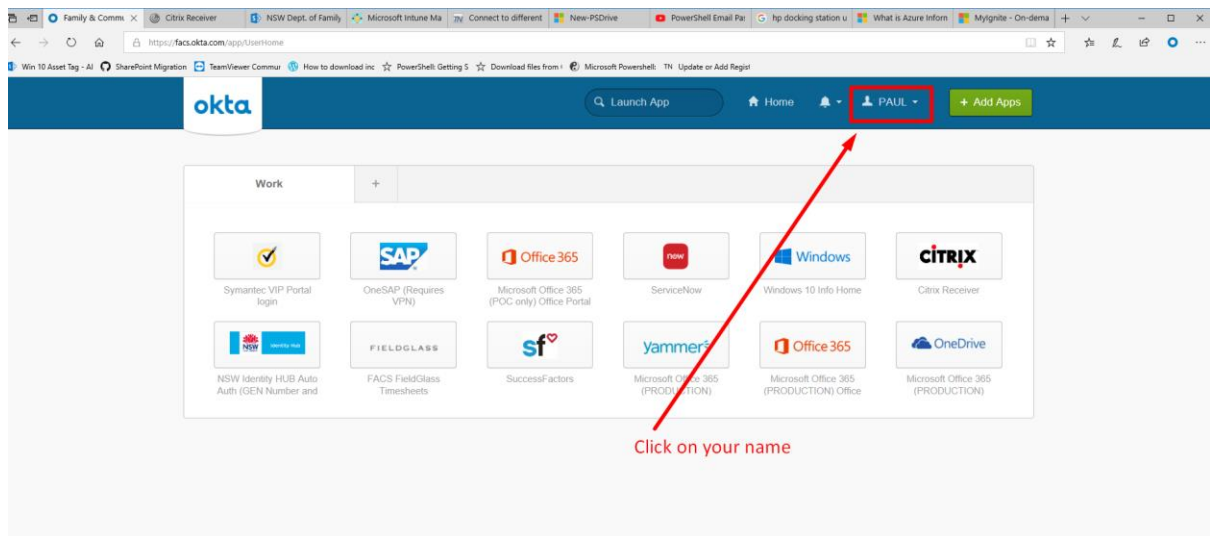
1. Go to https://facs.okta.com and enter your FACS e-mail address and your network password.
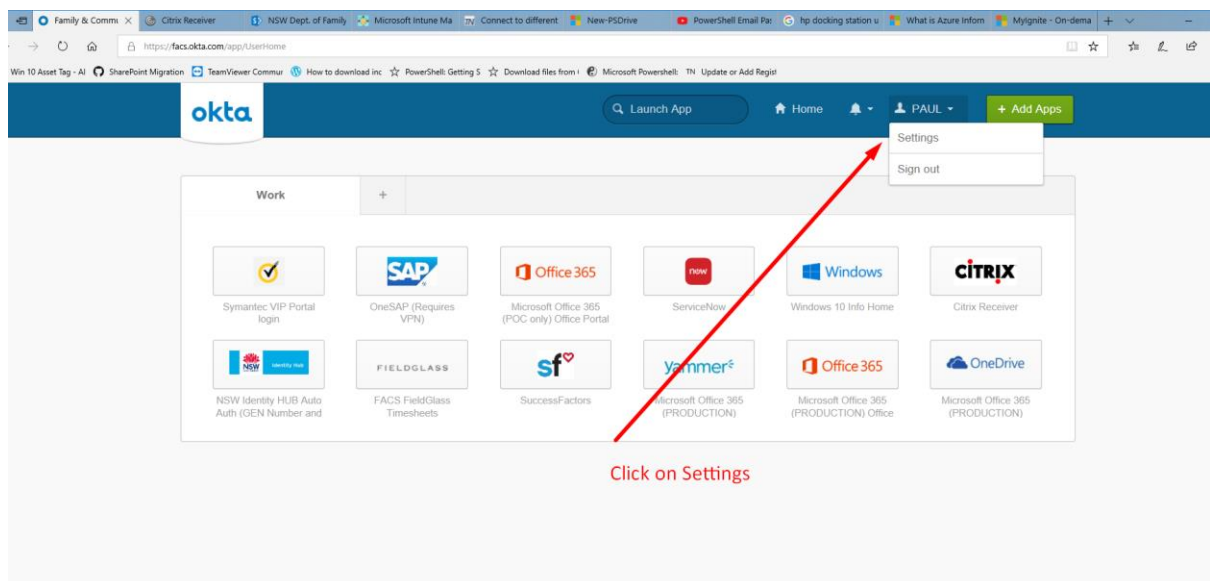

2. You maybe asked notified to approve the login via your Okta Verify on your mobile device that it is setup from. Press approve on your device to continue if it has appeared.
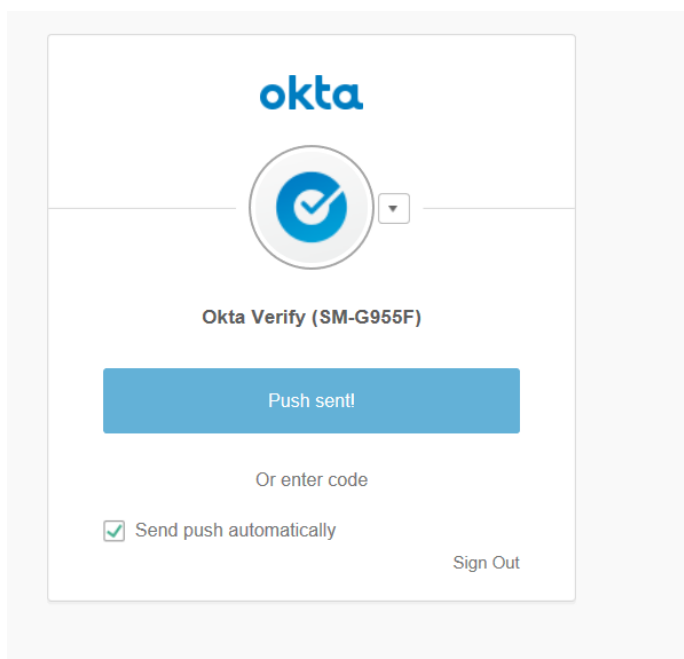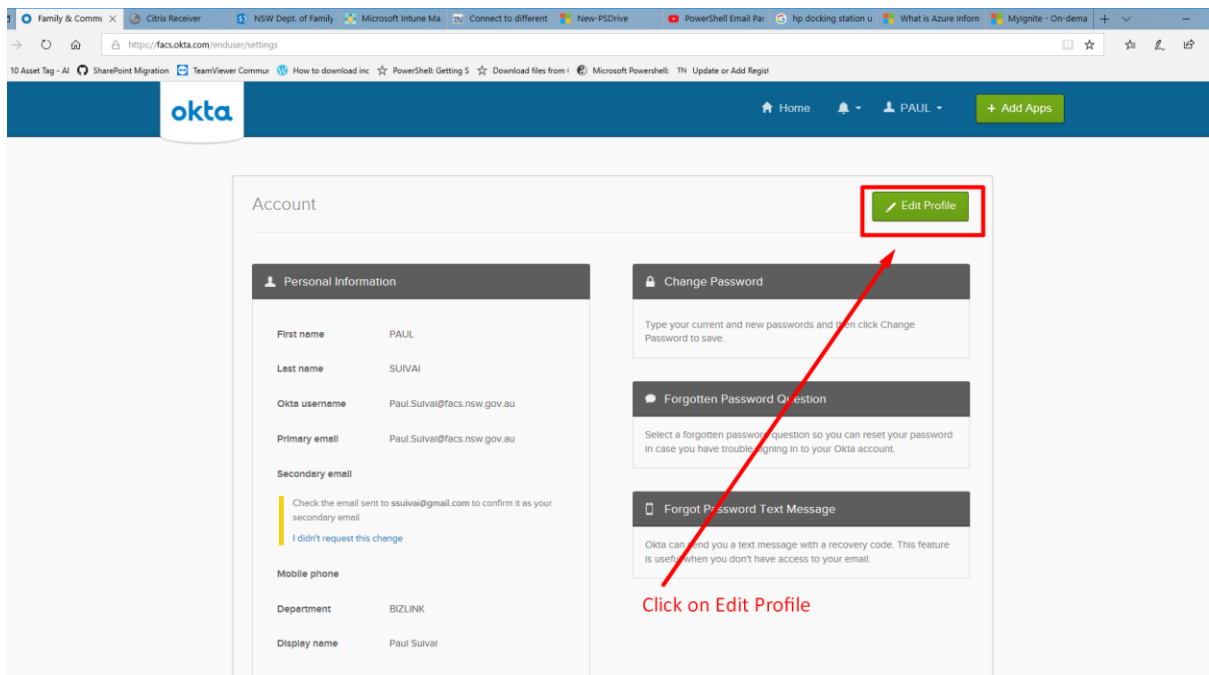
3. Once logged in click on your name on the top right field of the Okta website

Click on your name

4. Click on the settings drop down option after clicking your name

Click on Settings

5. Click on Edit Profile
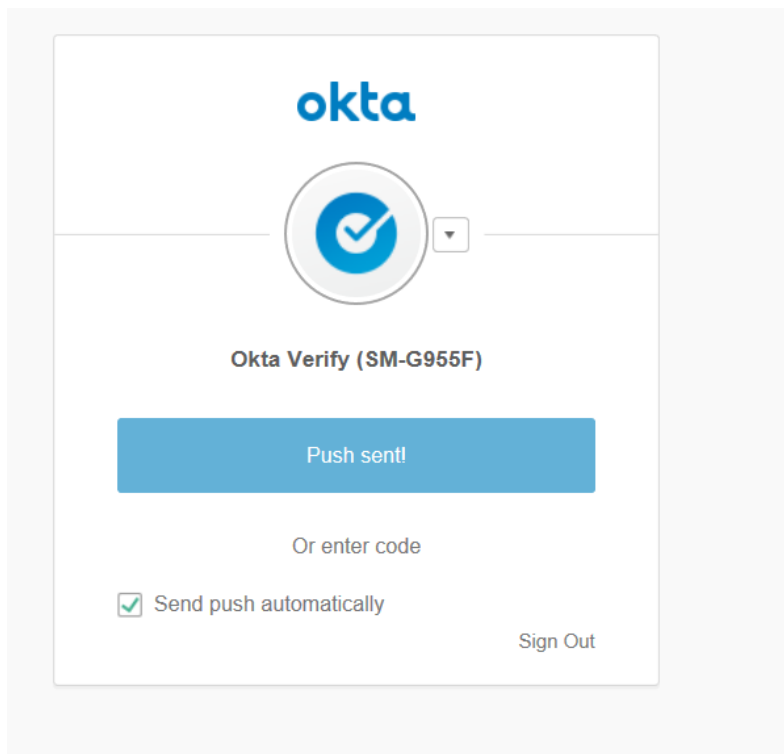

6. Enter your network password

7. You will be notified by your Okta Verify app to approve your request. Press approve on your mobile device to continue.

8. Enter your current network password and new network password into their respective fields.

9. You will see the screen below to indicate your password has been changed successfully.

🔒 Change Password

✅ Password changed successfully.

Enter current password

••

Enter new password

Repeat new password

Change Password