

Update Network Password

Via VMware

Prerequisites

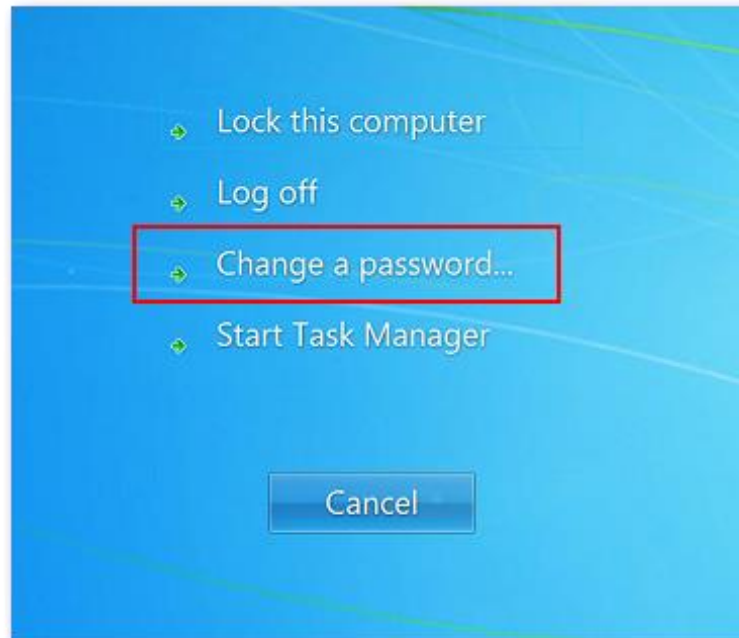
- Connected to your VM via VMWare Horizon on your company computer.

Steps to Update Your Network Password

1. At the very top of the VMware screen, click on the “Ctrl-Alt-Delete” menu option



2. On the next screen, click on “Change a password”



3. If you're provided with user options, click on your user account...



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4. On the next screen, enter the required data and click the right-arrow (->) when done.



The screenshot shows a Windows login window for the domain SYSTEMSOURCE. At the top is the SYSTEMSOURCE logo, a teal diamond with a white 'S'. Below it are four text input fields: 'Old password', 'New password', and 'Confirm password'. To the right of the 'Confirm password' field is a blue circular button with a white right-pointing arrow. Below the input fields, the text 'Log on to: SYSTEMSOURCE' is displayed, followed by a link that reads 'How do I log on to another domain?'. At the bottom are two buttons: 'Other Credentials' and 'Cancel'.

You have now successfully updated your network password.

If you not in the office, **your laptop/Surface/computer login password will not update until its been connected to the corporate network**; this can be accomplished by connecting in any of the offices.