# Lesson Plan #4

# Changing Password.

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| Topic | Changing your Bsafe password. |
| Aims | To allow the user to successfully update their password. |
| Procedure | 1. Click on the “Settings” option to the left-hand side when you are logged into your Bsafe Account. 2. Then click on the “Change Password” option. 3. You will then be brought into a page where it will ask you to input your current password. 4. After you enter your current password you then enter in your new password. 5. You then will have to re-enter the new password to confirm it. 6. After you submit it you will then be brought back into the login page. 7. Re-enter your login details and enter your new password. 8. You should then be successfully logged in with your new updated password. |