

Change Your Laptop Password

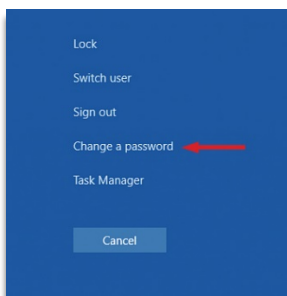
Faculty & Staff laptop passwords must be changed locally. Meaning your laptop password is not tied to any other SSCC services, and you must be logged onto the laptop to change its password. The procedure to change a laptop password is provided below.

Change Laptop Password

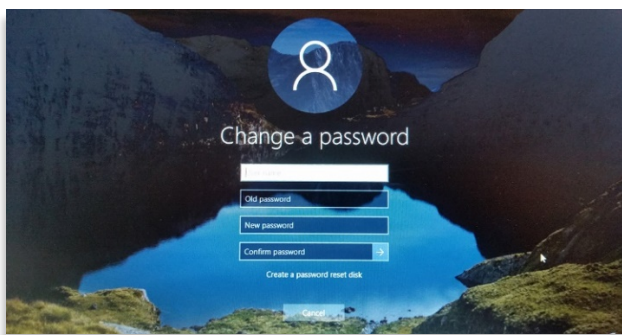
- Log onto your Laptop.
- Once logged on, press the **Ctrl + Alt + Delete** keys to enter the security screen.



- Select the **Change a password** option



- Enter your current password, followed by the new password and confirm the new password by entering it in a second time. After you have entered your passwords, click on the right pointing arrow beside the confirm password box. Your password will now be updated!



NOTE: For security purposes your new password must be at least 8 characters long and contain one digit, one lower case letter, one upper case letter, and one special character (@#\$\$%^&*+=).

NOTE: Once you have changed your password, you will not be able to change it again for 30 minutes.