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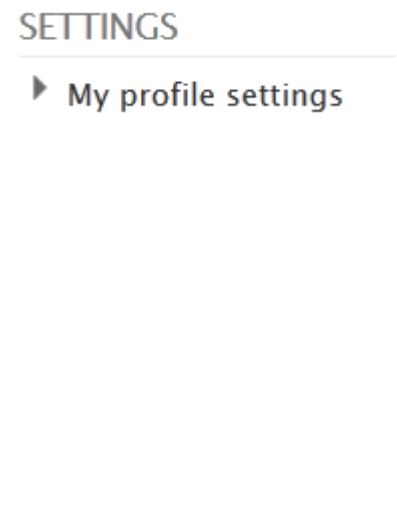
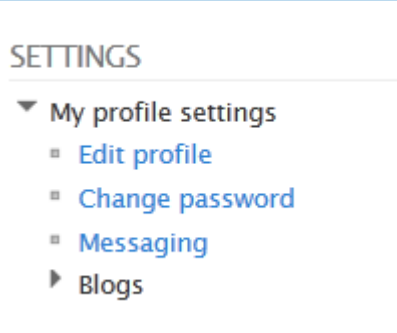
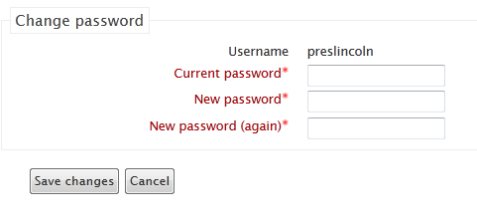
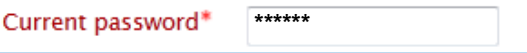
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Moodle 2.2

Student User Guide

Changing Your Password

Changing Your Password

Step	Screen shot
<p>1. In the Settings block, click My profile settings.</p> <p>This will drop down a list of settings.</p>	 <p>SETTINGS</p> <ul style="list-style-type: none"> ▶ My profile settings
<p>2. Click Change password.</p>	 <p>SETTINGS</p> <ul style="list-style-type: none"> ▼ My profile settings <ul style="list-style-type: none"> ▪ Edit profile ▪ Change password ▪ Messaging ▶ Blogs
<p>You will see the Change password page.</p>	 <p>Change password</p> <p>Username preslincoln</p> <p>Current password* <input type="password"/></p> <p>New password* <input type="password"/></p> <p>New password (again)* <input type="password"/></p> <p><input type="button" value="Save changes"/> <input type="button" value="Cancel"/></p>
<p>3. Click in the field next to Current password then type in your current password.</p>	 <p>Current password* <input type="password" value="*****"/></p>





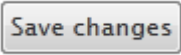
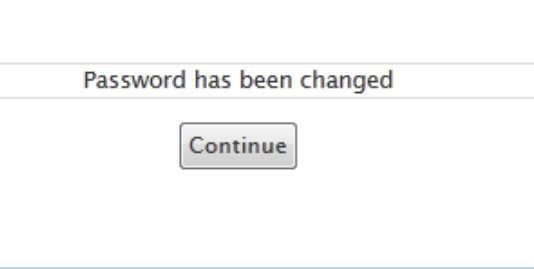
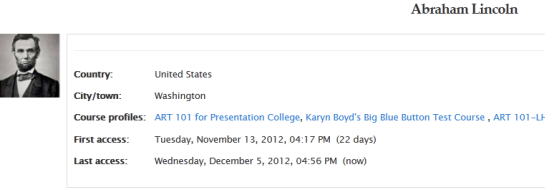
Note

Depending on where you are in the Moodle portal, you may also see **Course administration** in the **Settings** block. This is where you would go to access your grades. The screen shots for the examples were taken from the **Home page (logged in)** but the steps will work regardless of what page you are on.



Note

Your password as you type it will appear either as circles or as asterisks (*) to prevent people from seeing your password as you type.

Step	Screen shot
<p>4. Press Tab on your keyboard.</p> <p>The cursor will move from the Current password field to the New password.</p> <p>5. Type in your new password.</p>	
<p>6. Press Tab on your keyboard.</p> <p>The cursor will move from the New password field to the New password (again) field.</p> <p>7. Type in your password again.</p>	
<p>8. Click Save changes.</p>	
<p>You will see a message stating Password has been changed.</p> <p>9. Click Continue.</p>	
<p>You will be redirected to your profile.</p>	



Note

If you see **These passwords don't match** after clicking **Save changes**, you will need to retype your new password again into **both New password** fields.