

## Changing Your Password

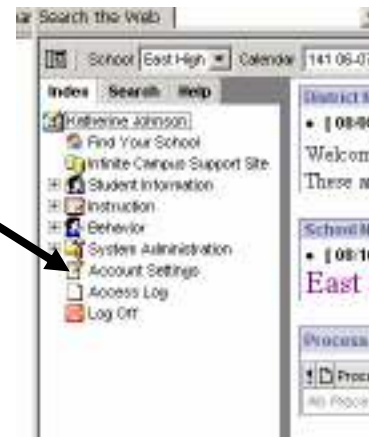
File path: **Navigation Pane > Index Tab > Account Settings**

### Choose Account Settings

- Enter the old password
- Enter the new password
- Enter the new password again

### Password Criteria:

- Your password is case sensitive
- Minimum 6 keystrokes
- Can be any combination of letters, numbers or other characters
- Infinite Campus software will require periodic changes to your password.



**Note:** if you check the “hide banner” box this will eliminate the large black Infinite Campus Name banner that runs across the top of the screen.

This provides additional space for your work area.



Note: your Infinite Campus password is **not linked** to your Novell password and your Groupwise passwords. When you change your Novell/Groupwise password this does not change your IC password. You can make them the same if you choose.

### SECURITY NOTE:

There is a great deal of confidential information on this website. It is essential that you **LOG-OFF** the Infinite Campus site whenever you leave your computer.