## How to change your password

Home 角 E-VOTE SURVEYS 4 dt. MY APPLICATIONS Test 🖈 My Mail AMBIS # TOOLS SYSTEM Q Bookmarks Change password Suggestions by Projects Printing from IS teachers IS Academy

To change your password, use the **SYSTEM** app, which is among the apps on the main page:

When you click on Change Password, you can choose whether you want to change the primary password, which is only <u>for entering the IS</u>, or the secondary password, which is for accessing external systems (in the future for WiFi, the school printer, etc.) or you can you can perform a password check.

		Password
Home	n	$\frown$
MY APPLICATIONS		04
Test My Mail	*	Operations with Your Own Passwords
AMBIS	*	Change primary password Change secondary password Secondary password retrieval Check password

Click on Change Primary Password and the page shown below will appear. Enter the old password, then enter the new password and reenter the new password. You can also choose a password, which the system will choose for you. Then just click on save primary password.

## Change Primary Password

Primary password for logging in to IS
Enter old <b>primary</b> password from 15/2/2023:
Enter your new primary password or choose from among the generated ones:
Choose your password
Confirm your new primary password for verification:
show password characters
Save primary password

\* You should change your password to the one known only to you using the change my password reference. As the System allows you to perform a wide range of highly confidential operations, it is vital that you handle your password the way that prevents it from being misused. When changing your password, you can also select your user name (e.g. your surname) that you will be using for logging in to the System instead of your personal identification number (učo).