CHANGING YOUR UCDC ACCOUNT PASSWORD FROM THE 3RD FL. COMPUTER LAB

If you forgot to change your "**UCDC account password**" prior to arriving at the center, please follow these instructions from the 3rd floor computer lab.

STEP 1: Press Alt+ Ctrl +Del and click "Forgot my Password"



STEP 2: Enter your username and CAPTCHA

Enter Your User Name	
Enter your user name (for example, domain\username or username@domain):	
jcalifornia@ucdc.edu	USER NAME : First Name Initial + Last Name
Enter the characters you see on the picture.	(Example: Joe California: jcalifornia@ucdc.edu).
RJCJR	

STEP 3: Click on Change Your UCDC Temporary Password. Enter your username & temporary password that was emailed to you by itsupport@ucdc.edu. If you did not receive the e-mail, contact itsupport@ucdc.edu or visit the IT Unit on the third floor.



Passwords must contain a minimum of 8 characters and include, at least, one character from each category: uppercase letters (A-Z), lowercase letters (a-z), base 10 digits (0-9), non-alphanumeric (!, @, #, \$, %, ^, &, *, (,), -, +, <, > or ?).

STEP 4: Please complete the Questions and Answer Profile – This will allow you to unlock your account and reset your password in case you forget your password.

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	 Your answer must comply with the policy requirements. 	
	The relationship length of an anti-kir mult be 4 characters. All provems must be unlight.	
	Language of questions and answers: English (United States)	
	Question: Who is your childhood sports here?	
	Argane (
	Confirm assume:	
	Question: What was your favorite sport in high school?	
	Anterit	
	I	
	Confirm sequent	
	Questions What is your favorite tourn?	
	Allow)	
	Confirm arswer:	
	Question: What was your favorite food as a child?	

How do I ask for IT help?

Send an e-mail to itsupport@ucdc.edu using your primary e-mail address or visit the IT Unit on the third floor.