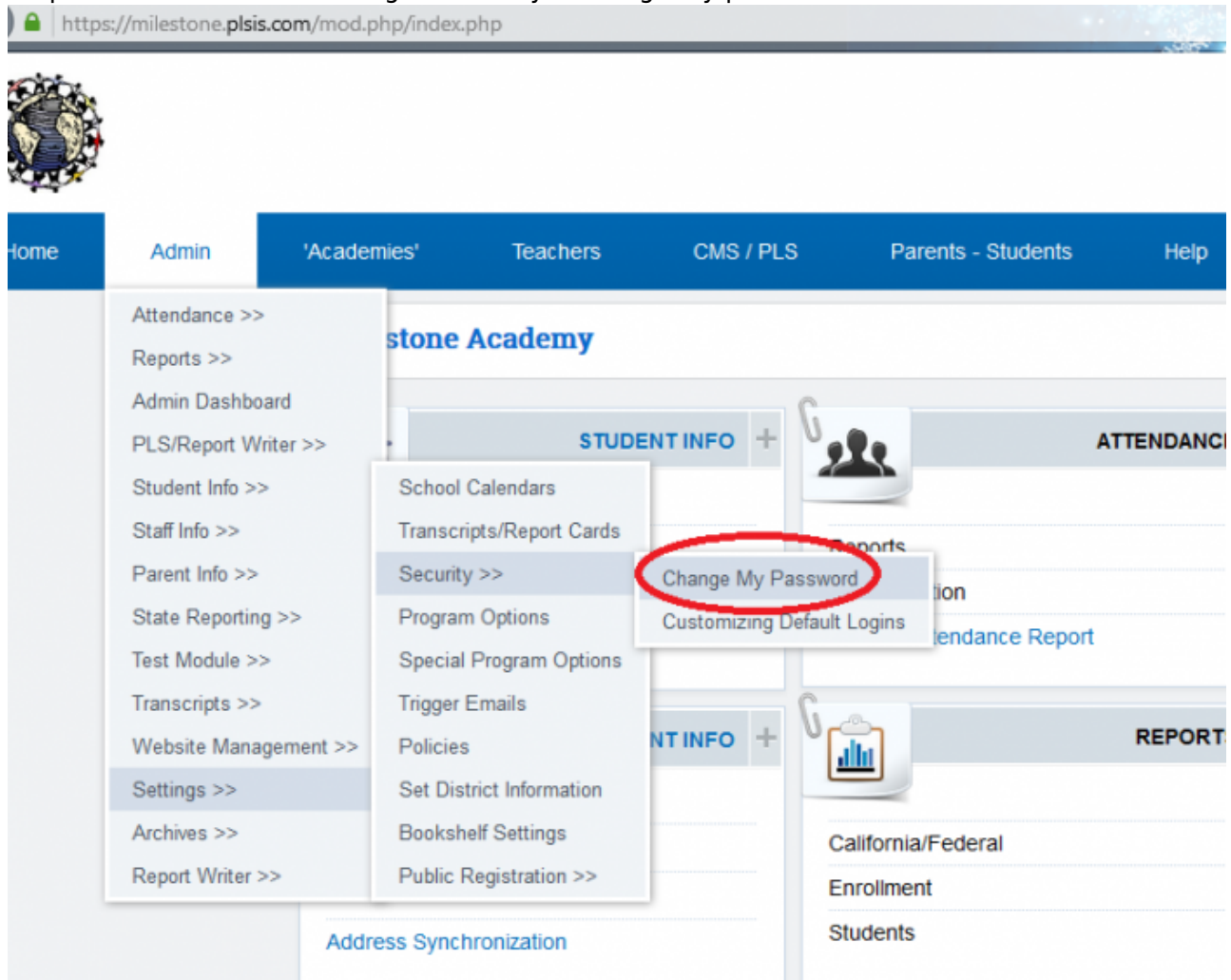


[logins and security](#), [admin essential](#)

Updating Passwords- For Admin Users

You will be required to update your password to one that is **STRONG** upon entering the SIS

- Step 1 Administration> Settings> Security> Change my password



- Step 2 This will direct to the change password page
- Step 3 If the password created is not strong then the SAVE button will not allow a save

Other helpful tips:

- Passwords must have the following:
 - Be 8 characters long
 - Must have at least one capital letter
 - Must have at least one lower case letter
 - Must have at least one number
 - Must have at least one symbol
- Example of a strong password is App45le!
- For additional help please call your school or School Pathways at 866-200-6936

From:

<https://schoolpathways.com/knowledgebase/> - **School Pathways Knowledge Base**

Permanent link:

<https://schoolpathways.com/knowledgebase/doku.php?id=plsis:adminpasswords>

Last update: **2017/04/07 15:44**