

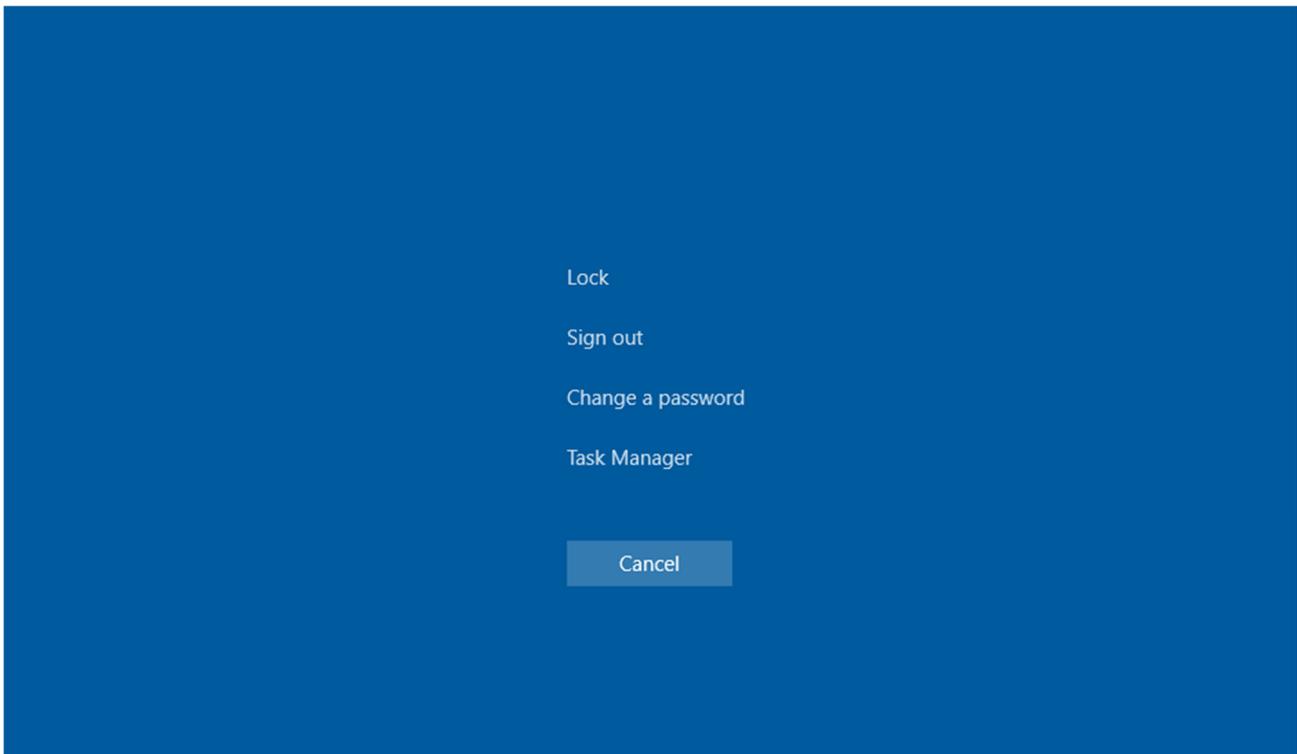
Guide – Change Password

Change your password before expiration

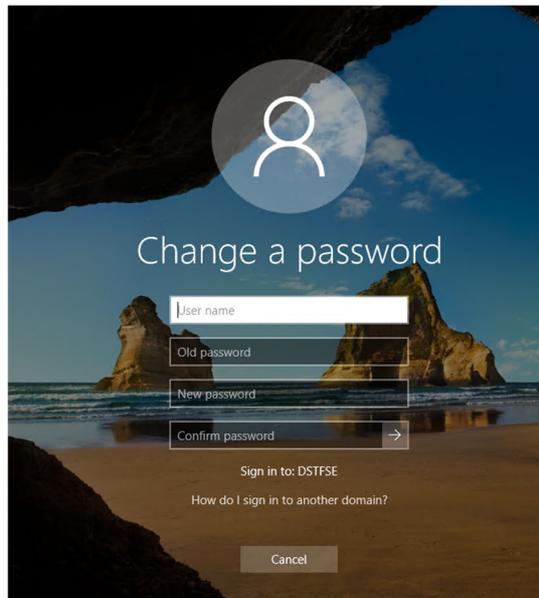
When you have signed into our server, you may change your password, before it expires, (they expire after 12 months), by pressing the following:

CTRL + **ALT** + **END** (WINDOWS) or

FN + **CTRL** + **ALT** + **←** (MAC):



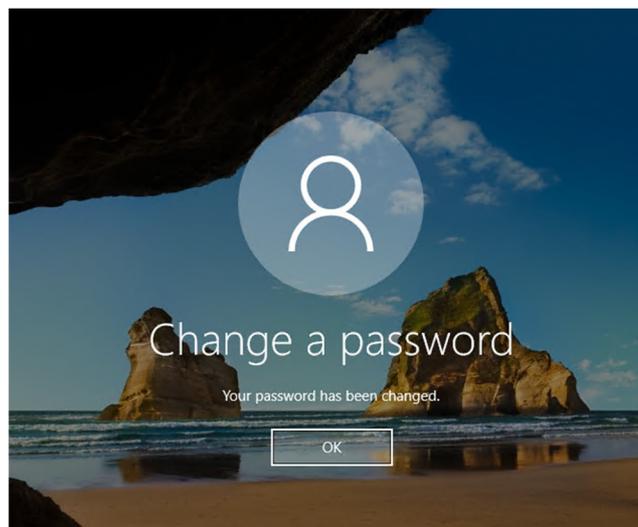
Click ***Change a password***



Enter the following:

- **Domain\User name:** dstfse**<Project-user>**
- **Current:** Old/current password
- **New password:** At least 12 characters,
At least one capital letter
At least one num and/or special characters
History (You cannot use a password you have used the last 10 times)
- **Confirm password:** Repeat the new password

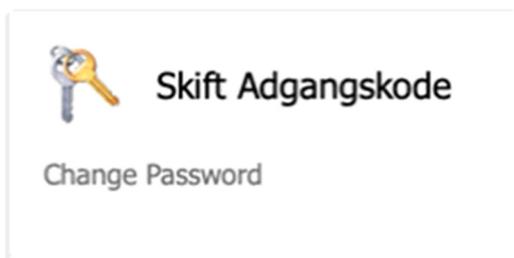
Click **Enter** or click on the small arrow



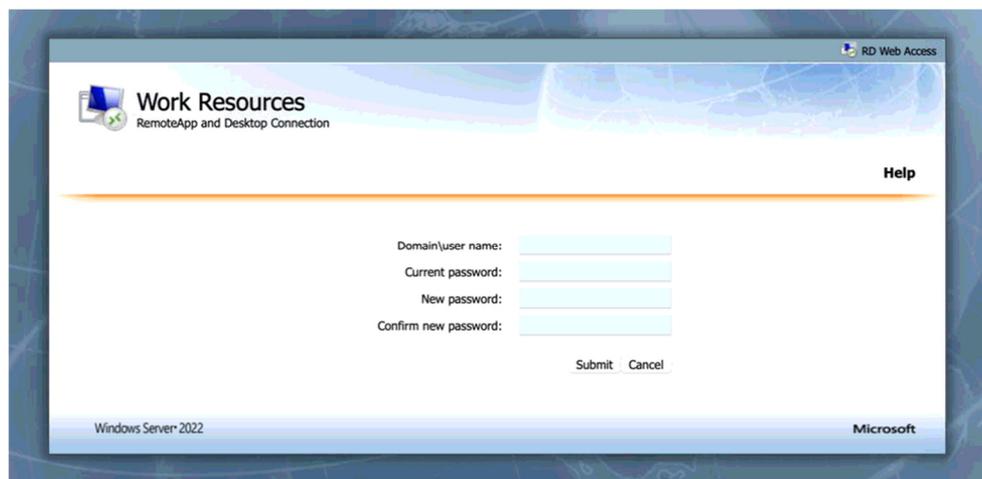
Click **OK**

Change password after expiration

When your password has expired, (they expire after 12 months) you may change the password selecting **Change Password** at remote.dst.dk



The following screen appears:

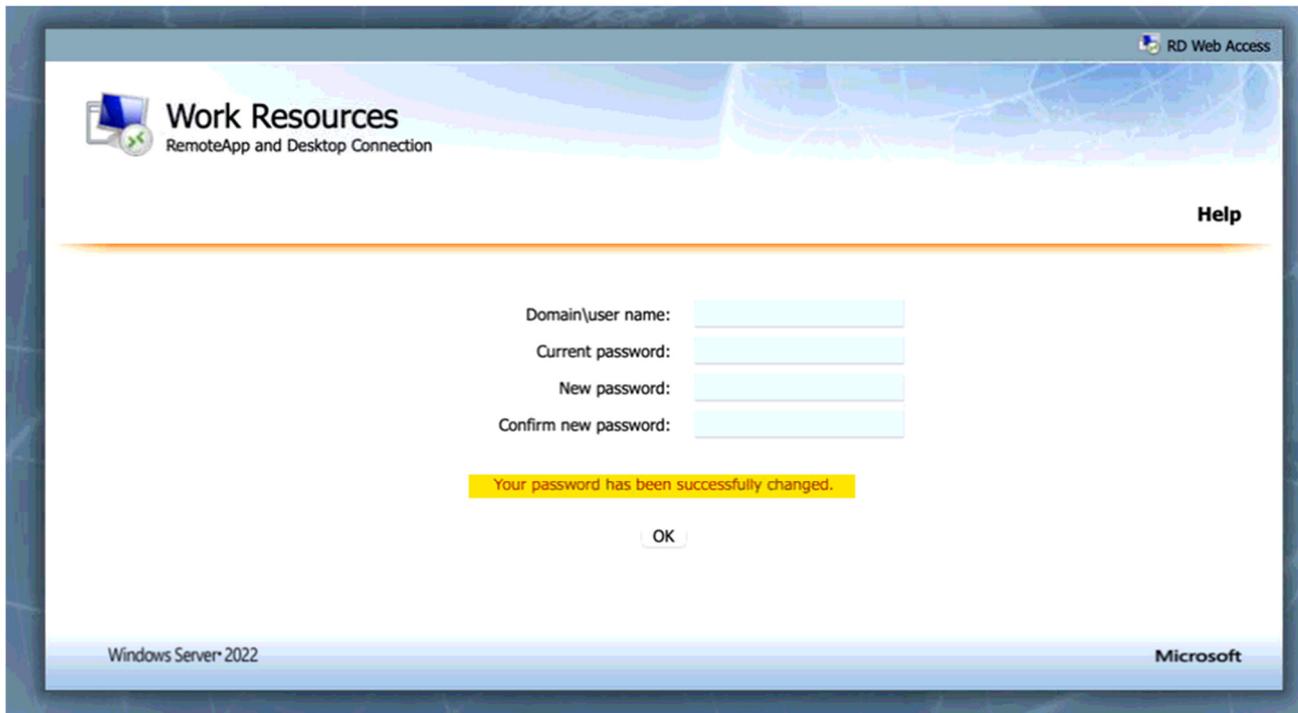


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History (You cannot use a password you have used the last 10 times)
- **Confirm password:** Repeat the new password

Click **Submit**

The following screen appears:



Please note the text: *Your password has been successfully changed*

Close the tab in your browser, and log in to your server using the new password.