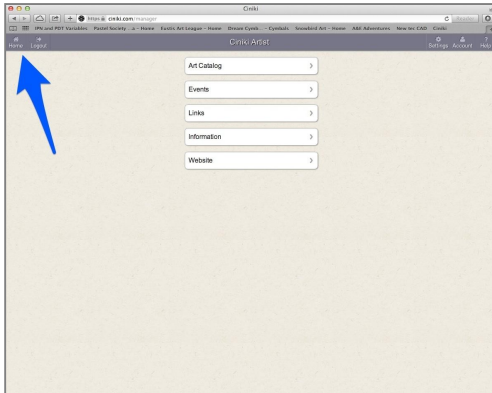


How do I change my password?

If you would like to change your password the following steps will guide you through the process.

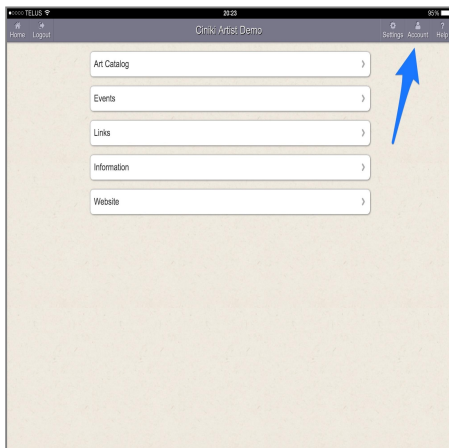
Step 1 of 5 - Click Home



Click on the Home button in the top left of the Ciniki window to return to your main menu. This is the screen you see when you first login to Ciniki. If you are already at your home screen, the screen will not change.

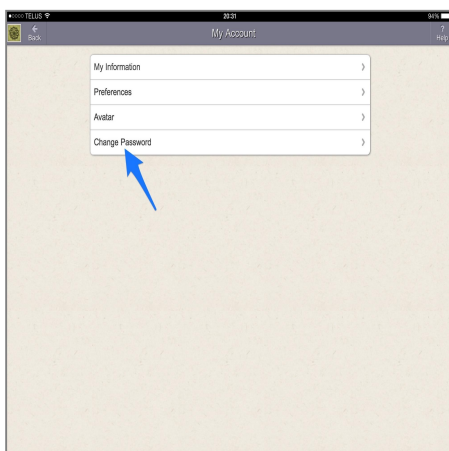
If you are not yet logged into Ciniki, refer to: <http://ciniki.com/tutorials> for more information on how to log into the Ciniki Manager.

Step 2 of 5 - Click on Account



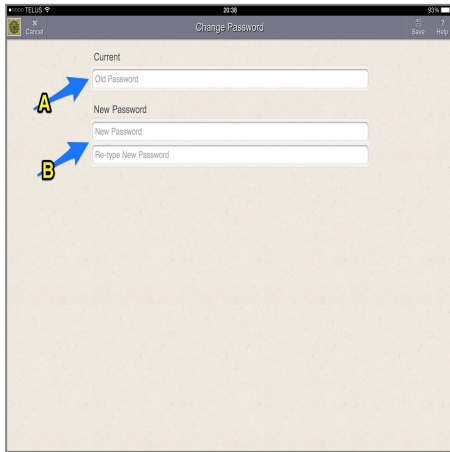
Click on the Account button in the top right of your screen. This will take you to your preferences.

Step 3 of 5 - Click on Change Password



How do I change my password?

Step 4 of 5 - Enter Old and New Passwords



A) You must first enter your old password. This provides an extra layer of security so nobody can change your password but you.

B) Enter your new password twice to ensure you typed it correctly. Don't forget to write down your new password in a safe place.

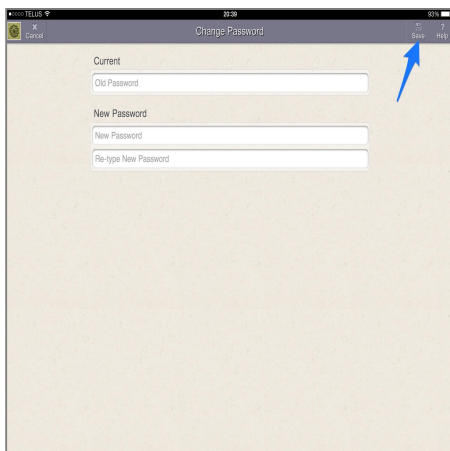
If you can't remember your old password, use one of the following tutorials:

iPad - [What if I forgot my password?](#)

Mac - [What if I forgot my password?](#)

Windows 8 - [What if I forgot my password?](#)

Step 5 of 5 - Click on Save



Once you save your new password, you will be required to login again to make sure your password is correct.