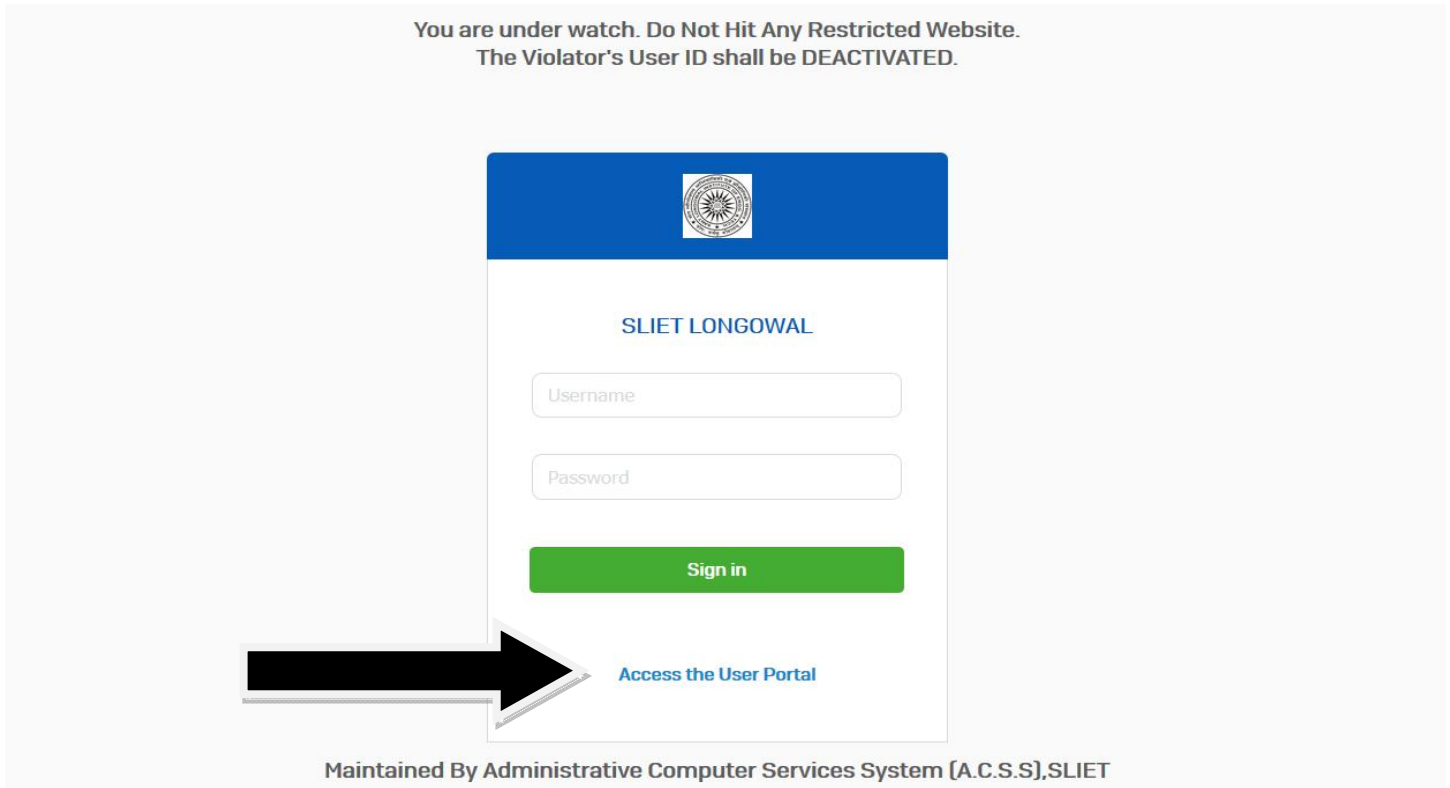
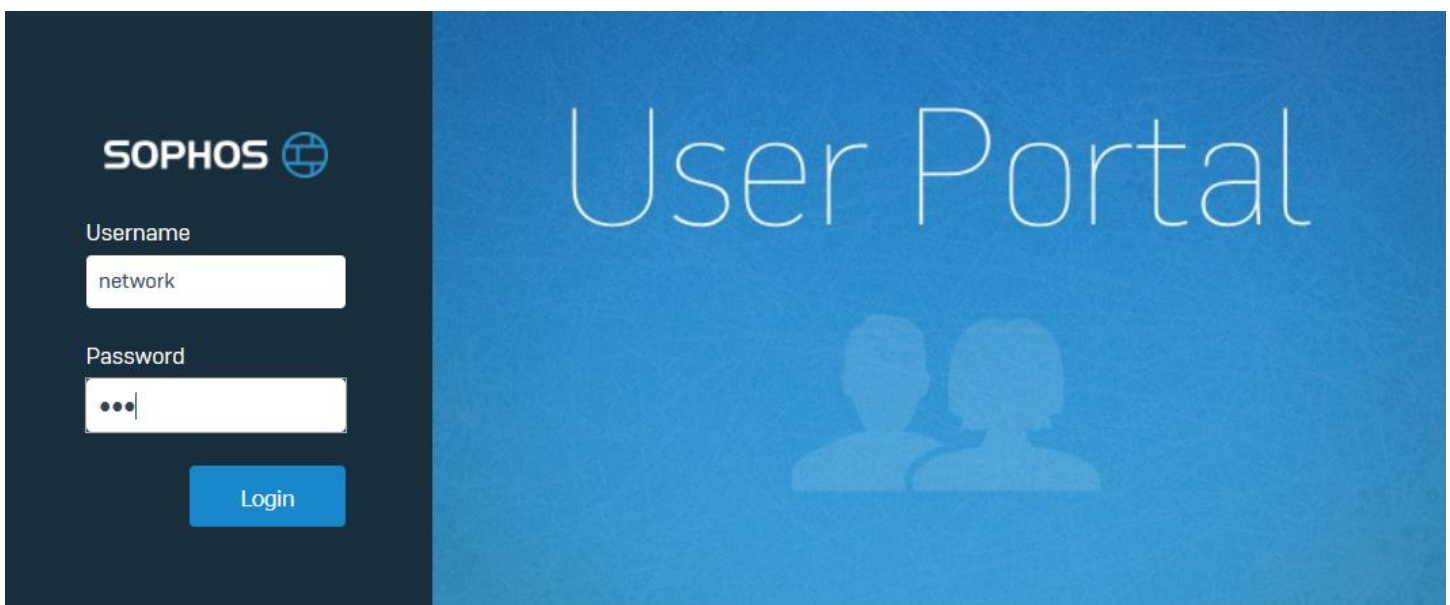


HOW TO CHANGE NETWORK USER ID PASSWORD

1. Type **10.1.0.7:8090** in Address bar & Click on **Access the User Portal** to Change Your Password .



2. Fill **Username** & **Password** Click **Login**.



3. Click to **Personal** > **Change password**.

The screenshot shows the Sophos User portal for network. The left sidebar contains the following menu items: Home, Personal (highlighted), Change password, Personal details, Download client, Internet usage, Email, and Logout. The main content area is titled 'Policy information' and displays the following details:

Username	network
Group	ACSS
Time allotted to user (HH)	Unlimited
Surfing quota expiry date	N.A.
Data transfer cycle renewal	N.A.
Internet usage time (HH:MM)	1718:49

4. Click and fill **Current-password*** > **New-passowrd*** & **Confirm-password** > **Save**.

The screenshot shows the Sophos User portal for network. The left sidebar contains the following menu items: Home, Personal, **Change password** (highlighted), Personal details, Download client, Internet usage, Email, and Logout. The main content area is titled 'Change password' and displays the following form:

Username	network
Current-password *	<input type="password"/>
New-password *	<input type="password"/>
	<input type="password"/>

Below the form is a blue 'Save' button.