

Guide – Change Password

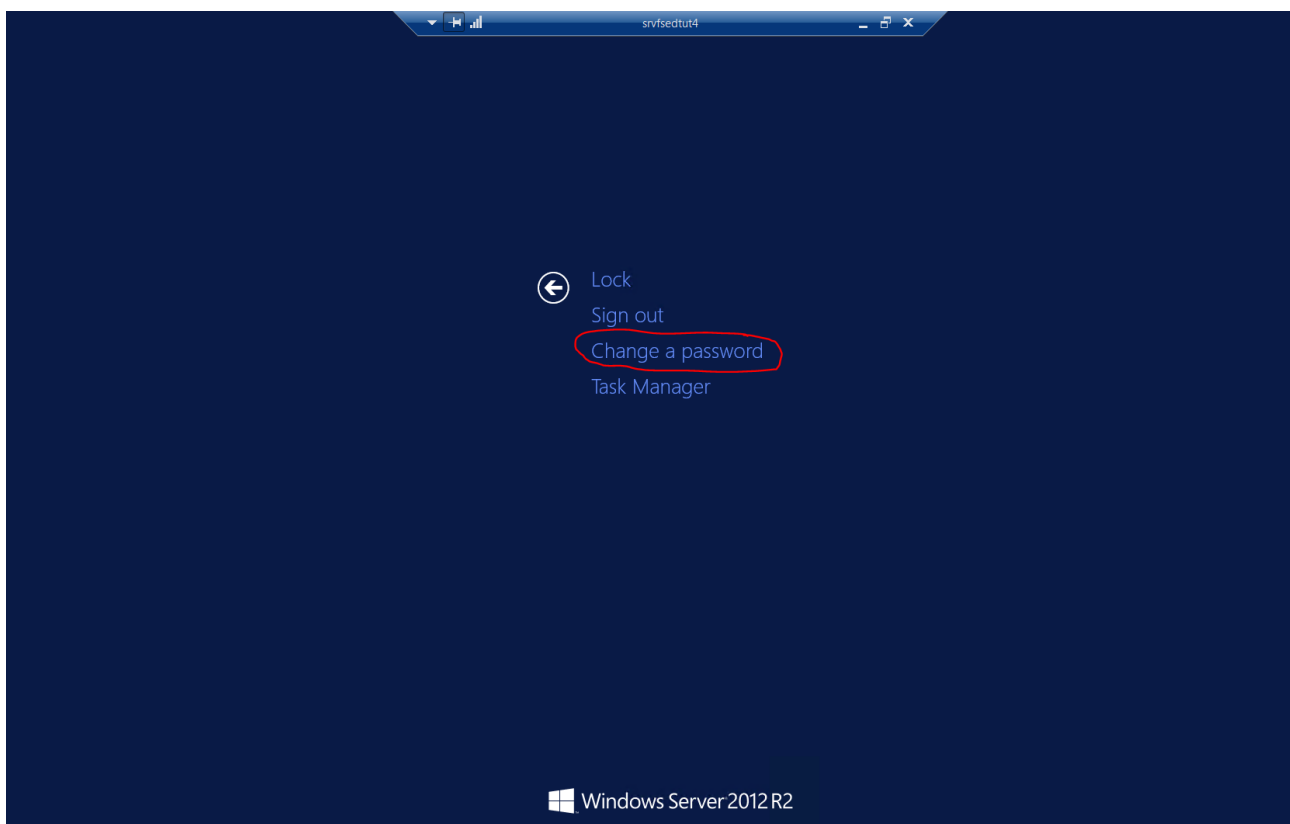
Change your password before expiration

When you are logged onto our server, you may change your password, before it expires, (they expire after 3 months), by pressing the following:

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

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

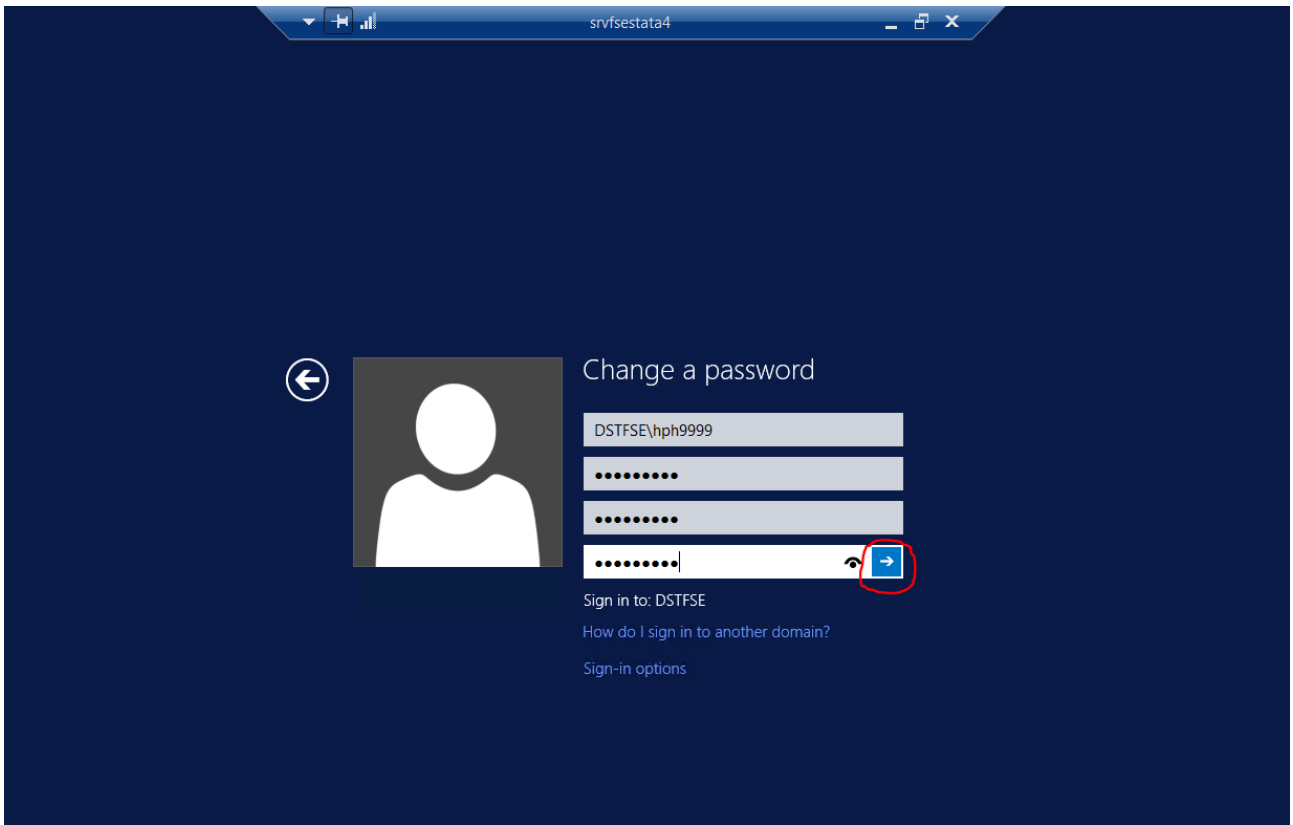
Click ***Change a password***



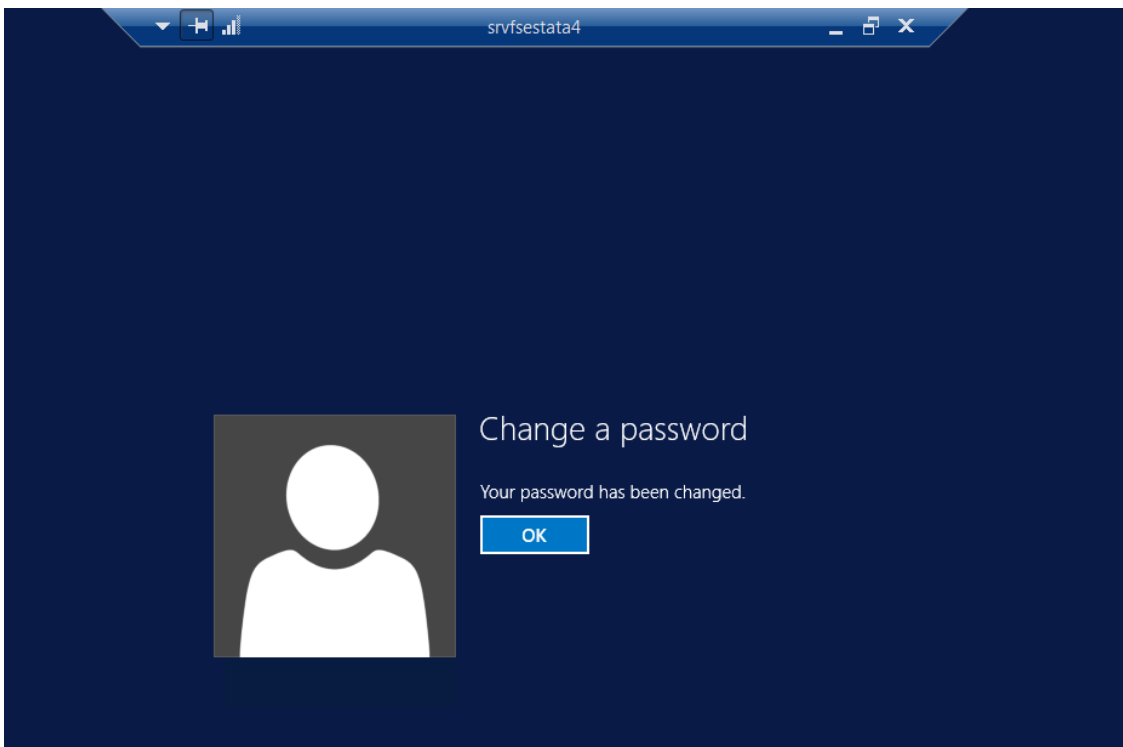
Enter the following:

- **Domain\User name:** dstfse\<Project-user>
- **Current:** Old/current password
- **New password:** At least 8 characters, at least one capital letter + numbers and or special characters
History (You cannot use a password you have used the last 10 times)
- **Confirm password:** Repeat the new password

Click ***Submit***

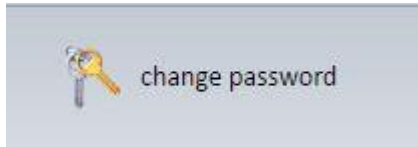


Click **OK**



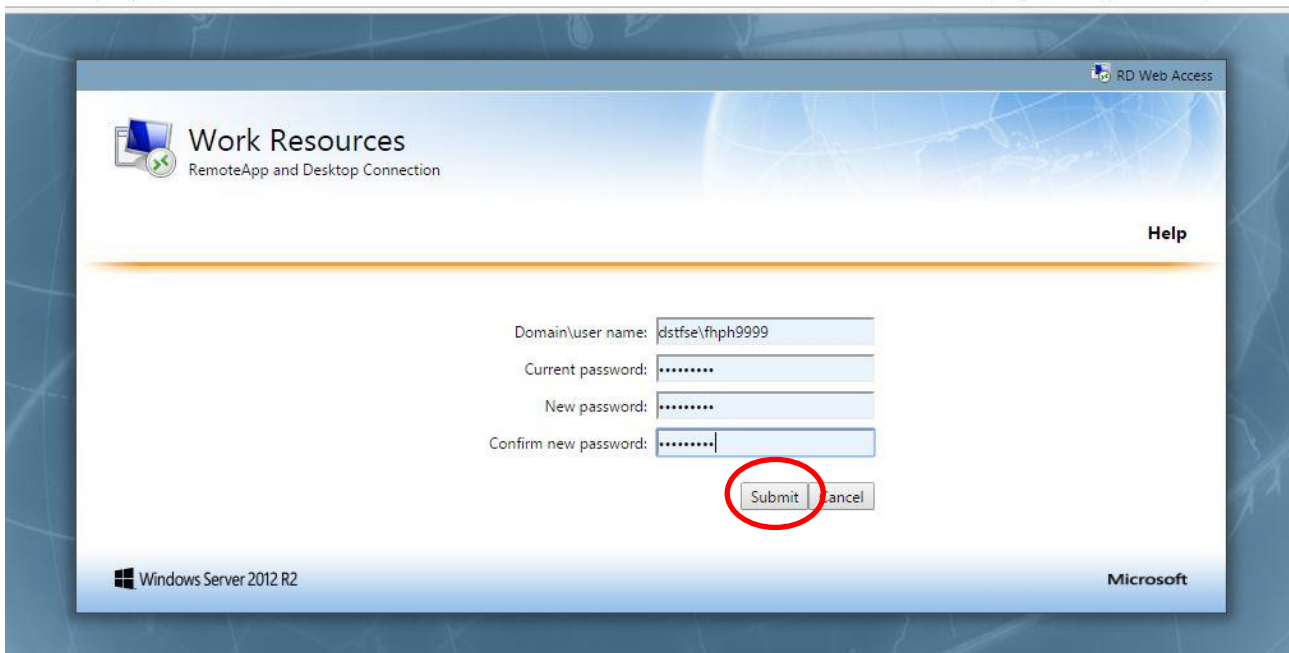
Change password after expiration

When your password has expired, (they expire after 3 months) you may change the password selecting **Change Password** at remote.dst.dk



The following screen appears:

Sikker | [https://remote.dst.dk/f5-w-68747470733a2f2f737276667365726473312e64737466673652e6c6f63616c\\$\\$/RDWeb/Pages/en-US/password.aspx](https://remote.dst.dk/f5-w-68747470733a2f2f737276667365726473312e64737466673652e6c6f63616c$$/RDWeb/Pages/en-US/password.aspx)



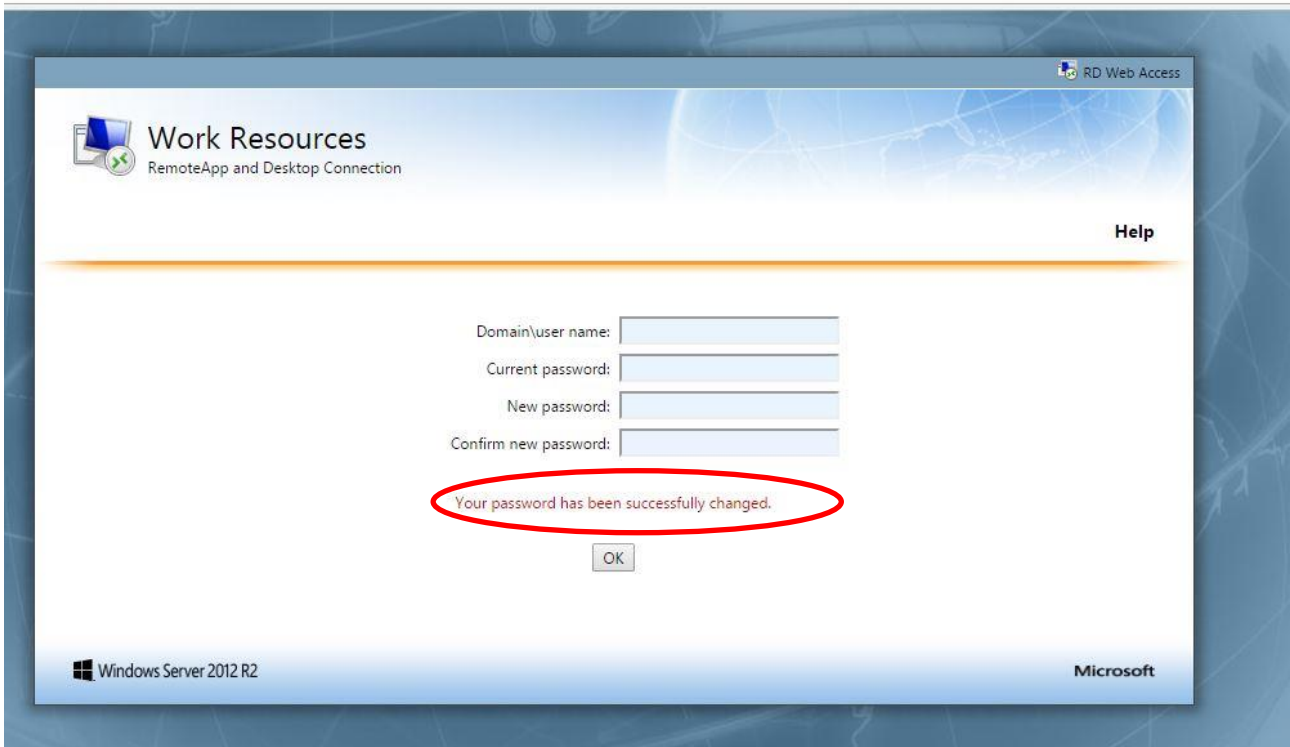
Enter the following:

- **Domain\User name:** dstfse\<<Project-user>
- **Current password:** Old/current password
- **New password:** at least 8 characters, at least one capital letter + numbers and or special characters
History (You cannot use a password you have used within the last 10 times)
- **Confirm new password:** Repeat the new password

Click **Submit**

The following screen appears:

ikker | [https://remote.dst.dk/f5-w-68747470733a2f2f737276667365726473312e6473746673652e6c6f63616c\\$\\$/RDWeb/Pages/en-US/password.aspx?Error=Passv](https://remote.dst.dk/f5-w-68747470733a2f2f737276667365726473312e6473746673652e6c6f63616c$$/RDWeb/Pages/en-US/password.aspx?Error=Passv)



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.