

MEDIADISK 2006

FAQ – How to change your password

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CISION 

1. Choose **Tools, Change Password** from the menu bar to display the **Change Password** window.
2. Type your new password into the **New Password** input box. A password can be between 6 and 20 characters long, contain letters from a to z, at least one number from 0 to 9, and no spaces. Retype the password in the **Confirm Password** input box.
3. Click the **Save** button. If the password change was successful, a confirmation message will be displayed (Figure 1).

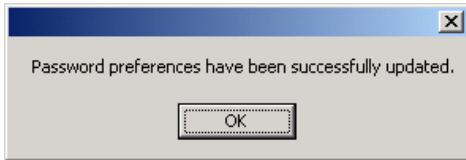


Figure 1

If the two passwords that you have typed do not match, an error message will be displayed (Figure 2). Click the **OK** button to redisplay the **Change Password** window and re-enter the password.

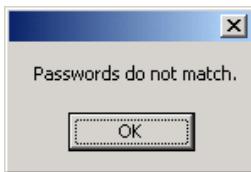


Figure 2