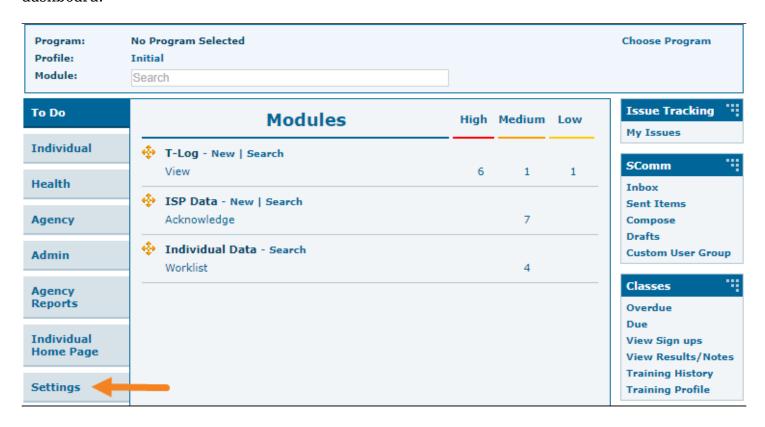


Change Own Password

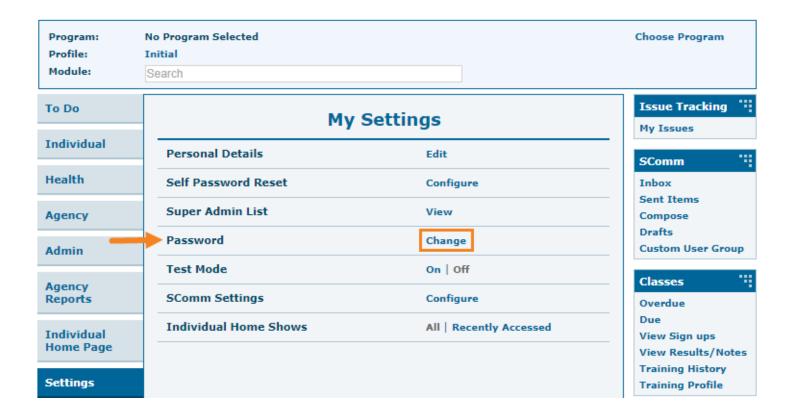
Users can **change** their own **password** after logging in to the Therap application.

1. Once logged on, the **Dashboard** page will be displayed. Click on the **Settings** tab from the dashboard.



2. Click on the **Change** link next to the **Password** option on the Settings tab.

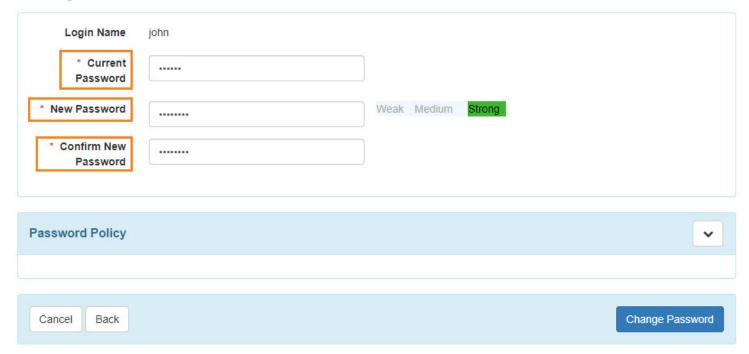




- 3. On the Change Password page that appears:
 - Enter the current password in the **Current Password** field.
 - Enter the new password in the **New Password** field.
 - Confirm the new password by retyping it in the **Confirm New Password** field.



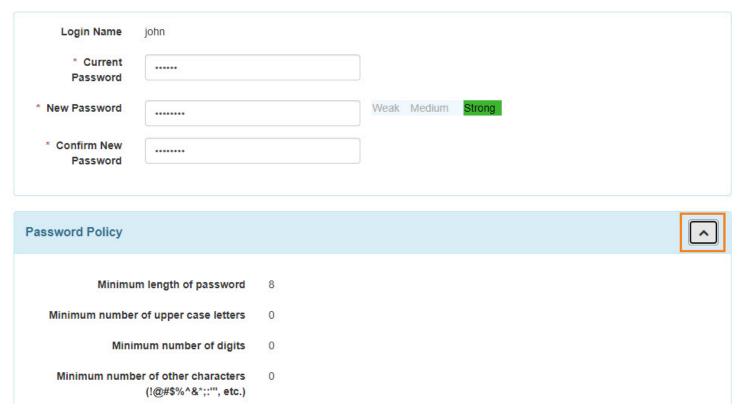
Change Password of John Albert



4. The bar beside this field will indicate the strength of the new password. One can review the agency's password policies under the **Password Policy** section.



Change Password of John Albert



5. Click on the **Change Password** button to save the new password.

