

Changing Password on Mac Off-Campus

Introduction	1
GlobalProtect VPN Connection	1
Changing Password	1

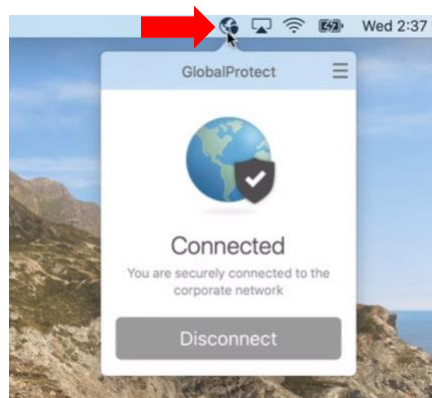
Introduction

This guide will show to proper way to change your password on a university-issued Mac computer while off-campus.

GlobalProtect VPN Connection

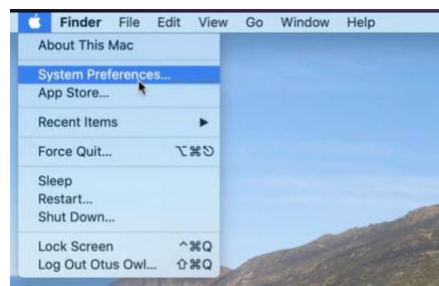
Ensure that you are connected to the GlobalProtect VPN. If you do not have the GlobalProtect VPN application installed on your computer, see our documentation for how to do so.

1. Select the GlobalProtect globe icon from the upper, right-hand toolbar. Select “Connect” if not already connected.

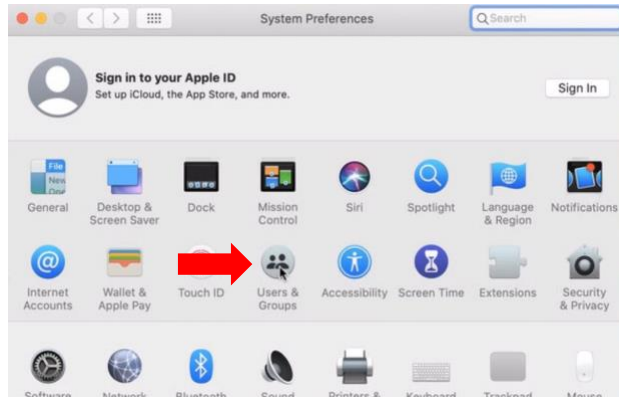


Changing Password

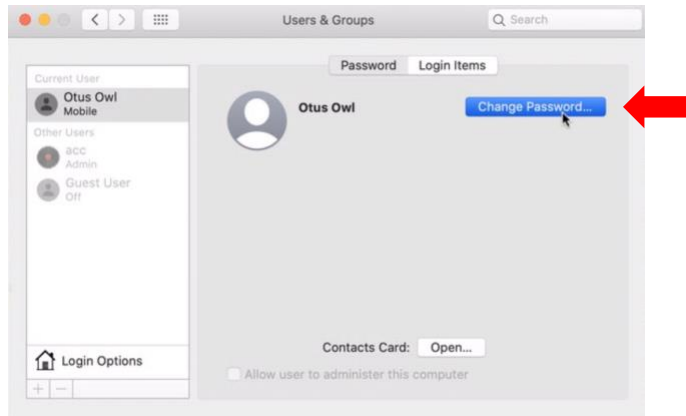
1. Select the Apple symbol from the upper, left-hand toolbar. Then select “System Preferences”.



2. Select "Users & Groups".



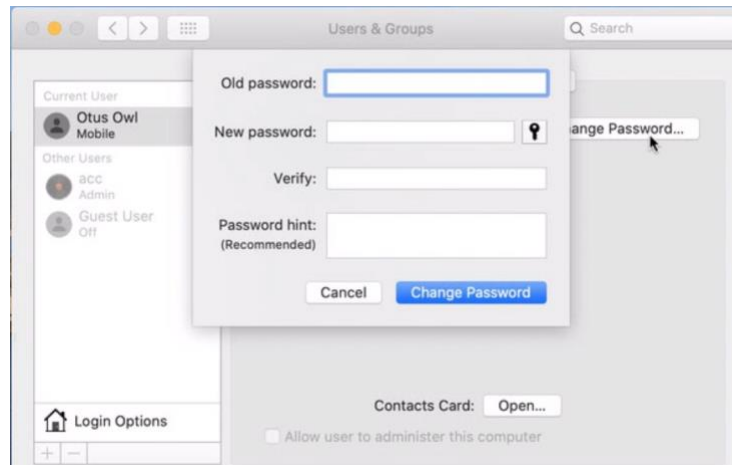
3. Select "Change Password".



4. Enter your current password in the field next to "Old password", and a new password in the "New password" and "Verify" fields.

a. Passwords must meet these requirements:

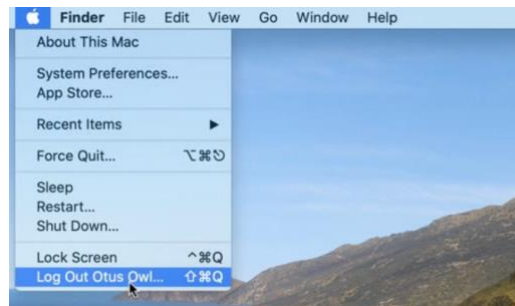
- At least 8 characters
- 1 letter
- 1 number
- 1 special character
- Cannot contain personal information (such as name or birthdate)
- Cannot be one of your last six password



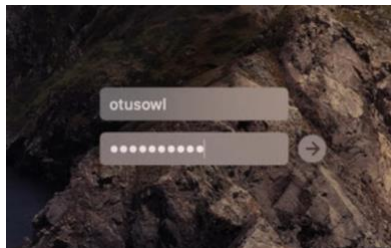
5. Select "Change password" when complete.



6. Select the Apple symbol again, then "Log out".



7. Sign back in using your username and new password.



8. Once signed in, select the GlobalProtect globe icon once more and ensure you are connected with the new password in place.

