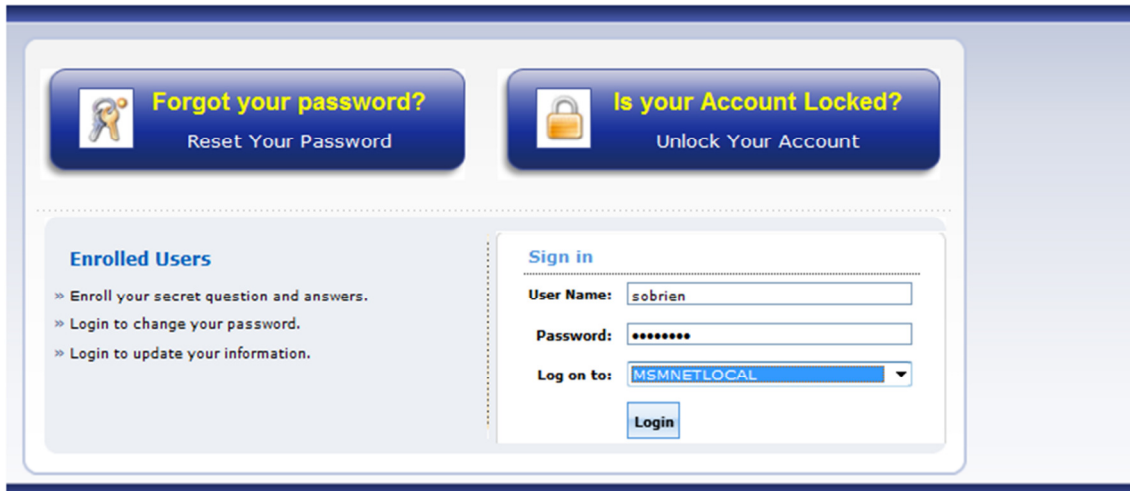


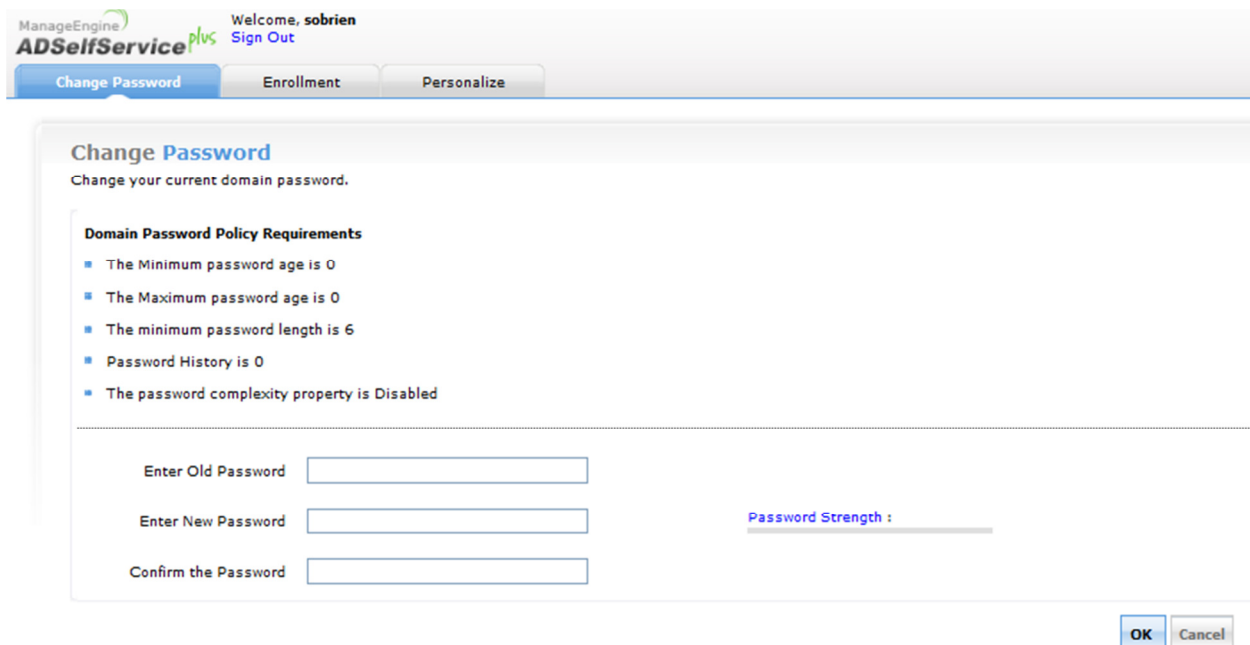
Resetting Your Email Password

1. Go to <https://pwd.msmnyc.edu> and login with your school username and password as show here:



The screenshot shows a web interface with two main buttons at the top: "Forgot your password? Reset Your Password" and "Is your Account Locked? Unlock Your Account". Below these is a "Sign in" section with a "User Name" field containing "sobrien", a "Password" field with masked characters, and a "Log on to:" dropdown menu set to "MSMNETLOCAL". A "Login" button is positioned below the dropdown. To the left of the sign-in section is an "Enrolled Users" section with three bullet points: "Enroll your secret question and answers.", "Login to change your password.", and "Login to update your information."

2. Change your password



The screenshot shows the "AD SelfService" interface. At the top, it says "ManageEngine AD SelfService plus" and "Welcome, sobrien Sign Out". Below this are three tabs: "Change Password", "Enrollment", and "Personalize". The "Change Password" tab is active. The main heading is "Change Password" with the sub-heading "Change your current domain password." Below this is a section titled "Domain Password Policy Requirements" with a list of five items: "The Minimum password age is 0", "The Maximum password age is 0", "The minimum password length is 6", "Password History is 0", and "The password complexity property is Disabled". At the bottom, there are three input fields: "Enter Old Password", "Enter New Password", and "Confirm the Password". To the right of the "Enter New Password" field is a "Password Strength:" indicator. At the bottom right, there are "OK" and "Cancel" buttons.