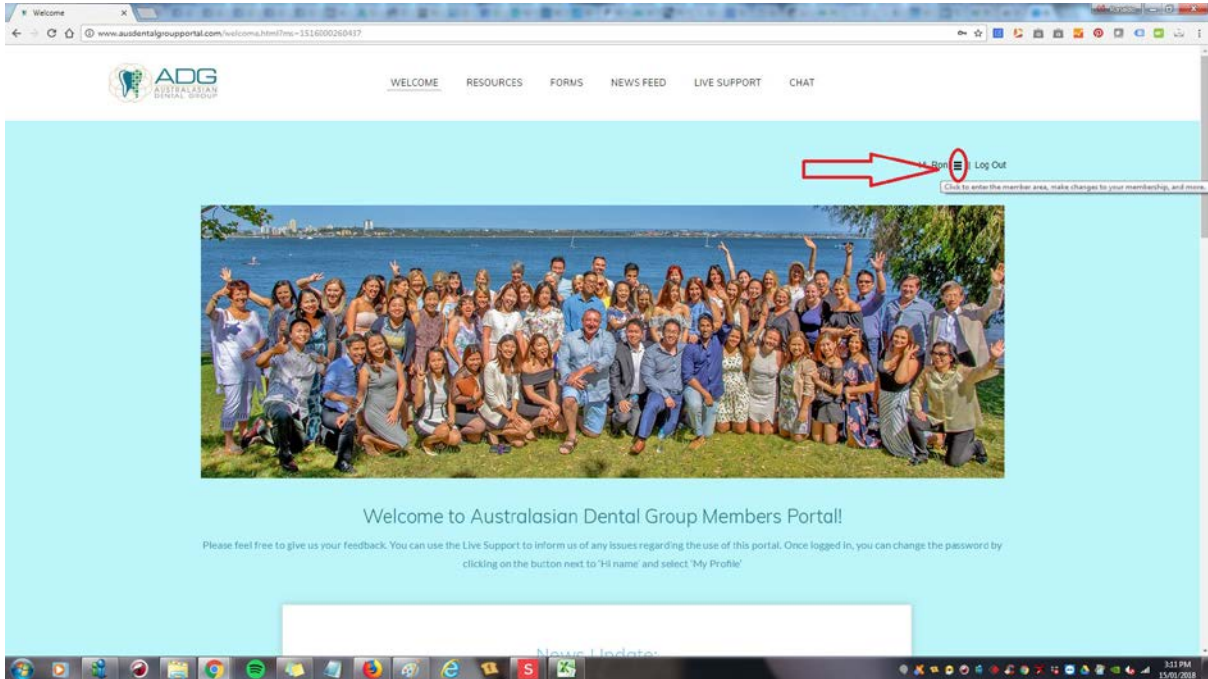


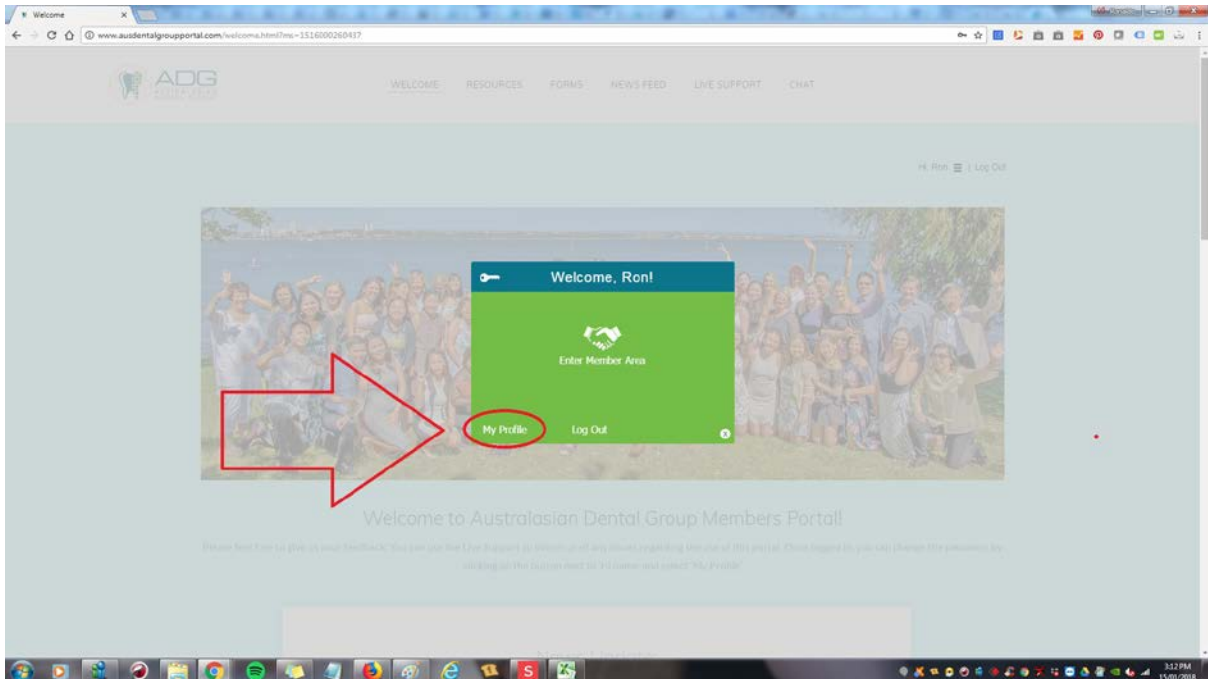
# HOW TO CHANGE YOUR PASSWORD

Please follow the Visual guide below:

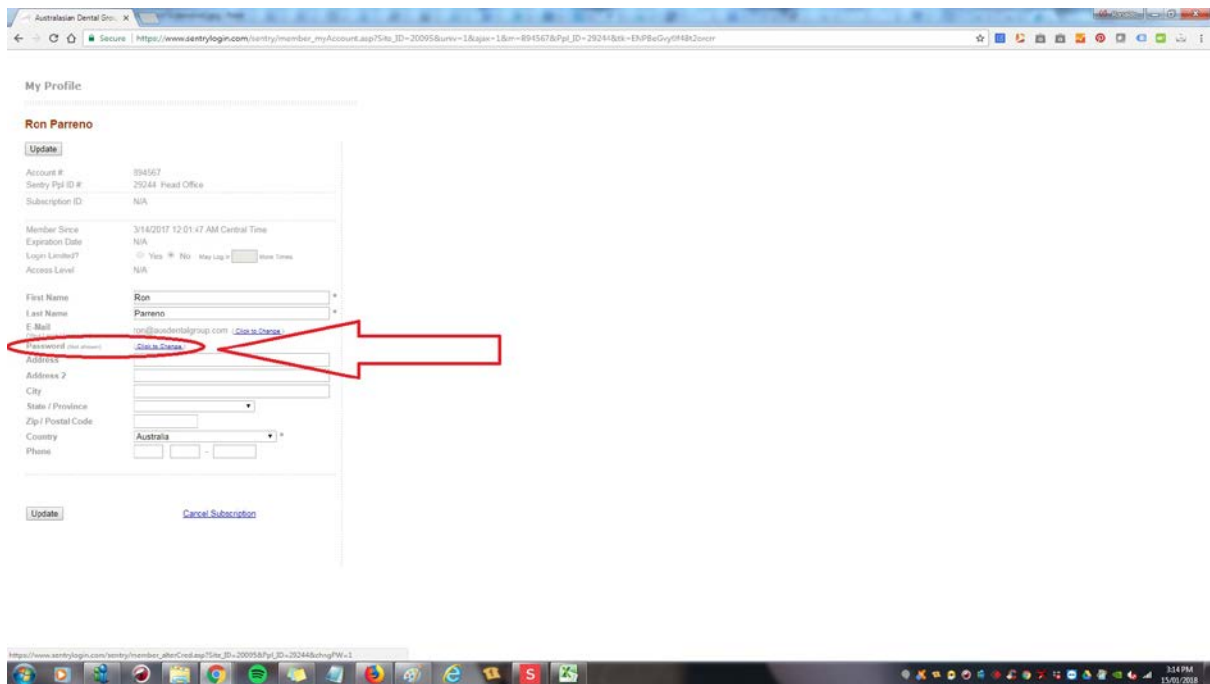
1. After log in, click the 3 lines just beside your name inside the portal



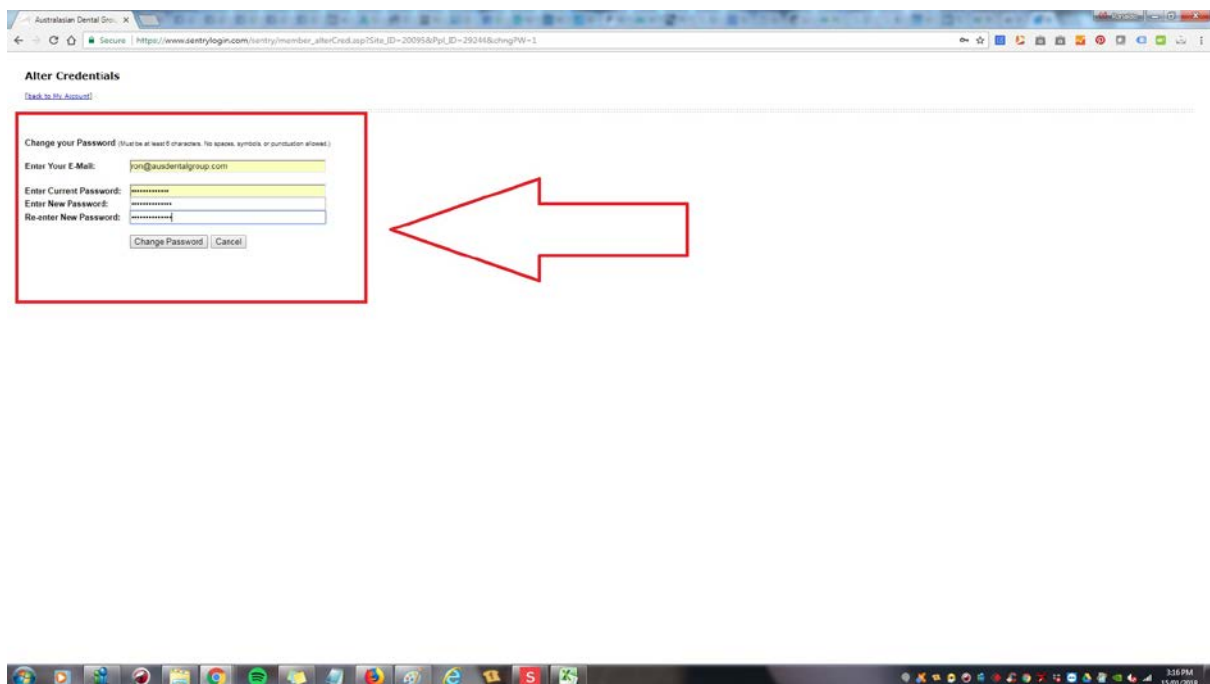
2. Click My Profile



### 3. Click Change Password



### 4. Fill out with the necessary information



Note: Please save your new Password where you can remember saving it. Thank you.