Change password

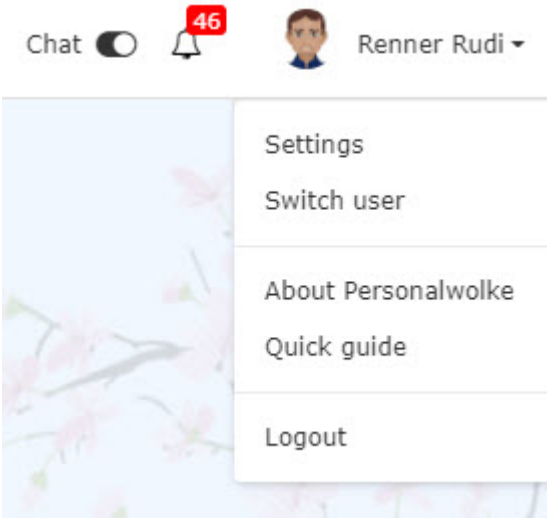
The login to Personalwolke can either be done automatically via SingleSignOn or via a specially stored password, which is defined by the administrator.

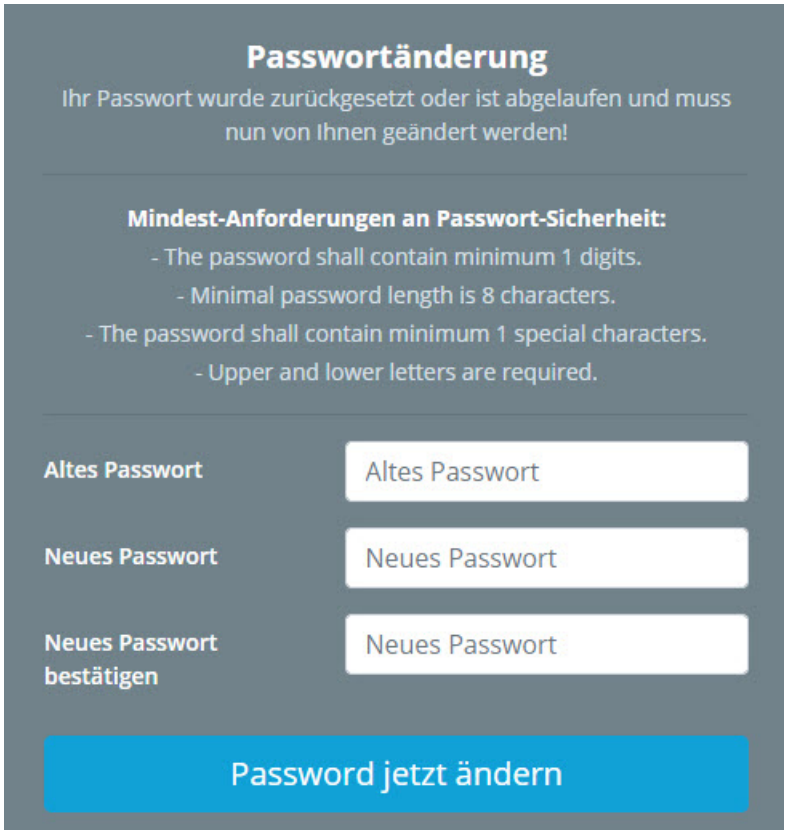
In the **Personalwolke** the password can be changed in the following way:

- **Change** of the password by the **user**
  User changes his password via a separate menu item
- Password **change** by the **administrator**
  Password is reset by the administrator to a defined default password.

Password change by user

If a user wants to change his password, he has to click first on **"Settings"**. Then go to the category **"Security"** and click on the menu item "**Change password**".





In the "**Old password**" field, enter the old password, then the **new password**, which must be confirmed again. The minimum requirements for password security must be observed, otherwise the password cannot be accepted. Then click on "**Save**" to save the new password. With the back button the process can be interrupted at any time.

Password is reset by administrator

The administrator can change the password for the responsible person via "Administration". Fore more information please click here: Person[1]

Felder

Name	Wert
Modul	Time & Attendance (ta)
Webdesk Actionname	changePassword
Artefakt-Typ	Action

1. /daisy/webdesk-manual-admin/5946-dsy.html?language=4#dsy5946-dsy_passwort