

# Changing Your Campus Password on a Campus iMac

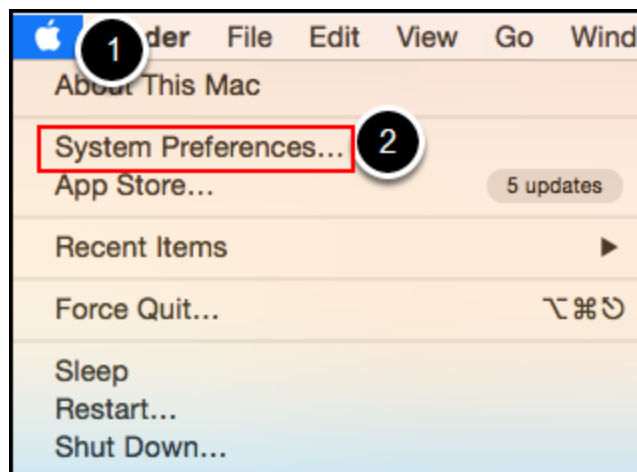
This quick guide covers how faculty and staff can change their campus password on their campus desktop iMac.

To avoid keychain issues, all faculty and staff who have a campus desktop iMac are recommended to follow the instructions below.

***Don't have a campus iMac?*** Change your password using the [Employee Self Service Change Password application](#).

**i** *NOTE: You must know your current password in order to follow these instructions. If you are locked out of your account or do not know your current password, please contact your Department IT Coordinator (usually the department office manager) to have them reset your password.*

## 1. Click on the Apple icon and then select System Preferences.

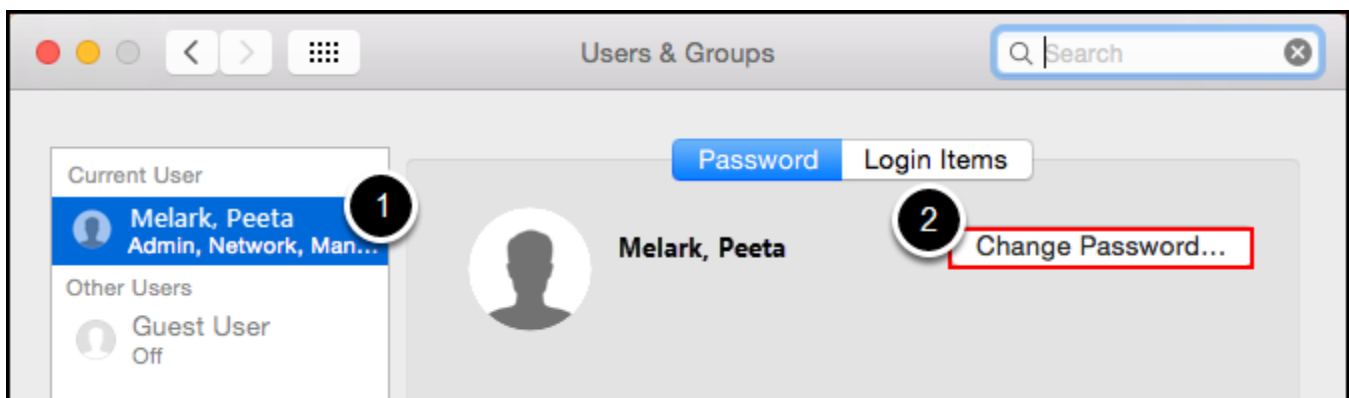


1. Click on the Apple icon at the top left of your display screen.
2. Select **System Preferences**.

## 2. Click Users & Groups.

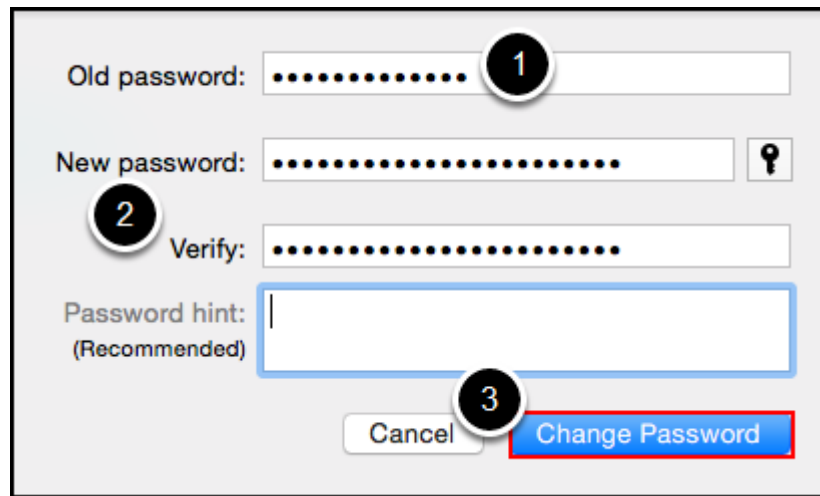


## 3. Select your User Name and then click Change Password.



1. Select your user name from the list on the left.
2. Then click **Change Password**.

#### 4. Type in your old password, type in a new password and verify it, and then click **Change Password**.

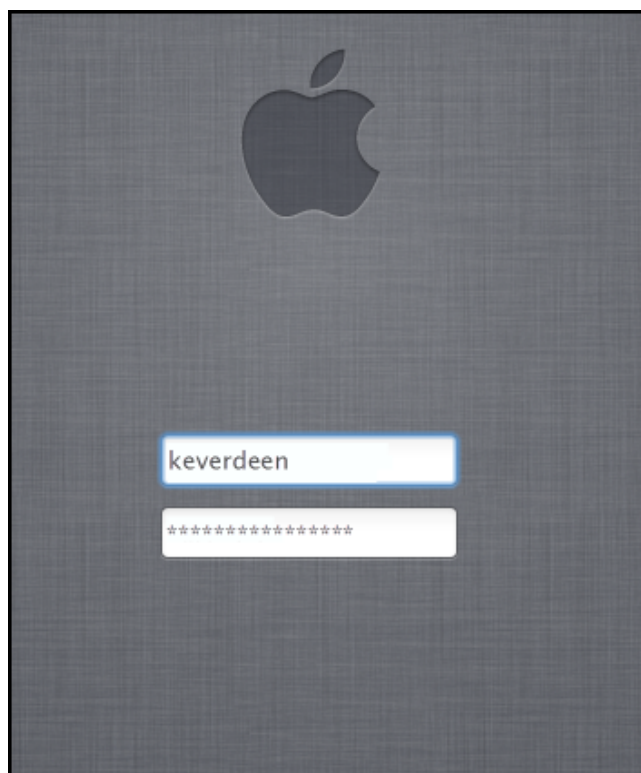


The screenshot shows a 'Change Password' form with the following fields and elements:

- Old password:** A text field with masked characters (dots). A circular callout with the number '1' points to this field.
- New password:** A text field with masked characters (dots). A key icon is visible to the right of the field.
- Verify:** A text field with masked characters (dots). A circular callout with the number '2' points to this field.
- Password hint:** A text field with the label '(Recommended)' below it. A circular callout with the number '3' points to the 'Change Password' button.
- Buttons:** 'Cancel' and 'Change Password' buttons are located at the bottom right. The 'Change Password' button is highlighted with a red border.

1. Type your current password in the *Old password* field.
2. Type a new password in the *New Password* and *Verify* fields.
3. Then click **Change Password**.

## 5. Restart your campus computer and log on to your computer with your new password.



To complete the password reset process, please restart your campus computer and log on to your computer with your new password.

## 6. Update any mobile devices and laptops with your new password.

View [Updating Your Password on Your Mobile Device](#) to learn how to update your password on your mobile devices.

View [Updating Your Password on Your Campus Laptop](#) to learn how to update your password on your campus laptop.

*NOTE: Turn on each device one by one to avoid any issues with your account being locked out.*

## 7. Update your security questions.

View [How to Set Up or Modify Password Recovery Security Questions and Off-Campus Email Address](#) to learn how to update your account security questions.

*NOTE: Security questions allow you to reset your password by answering the security questions; no need to contact IT for help!*

## Need More Help?

View [Password Change Help & Support](#).

Visit the [IT Password Change website](#).

Contact the IT Help Desk at [helpdesk@fullerton.edu](mailto:helpdesk@fullerton.edu) or 657-278-7777 for additional assistance.