

Purpose:

This tutorial will help assist Faculty and Staff update their password while VPN connected to the GSU Network using a GSU Device.

Note: In order to complete this tutorial, you must be using your GSU device and have an active VPN connection.

Step 1

Once you receive the GSU Password Expiry Notification email that it is time to update your password it is recommended that you do.

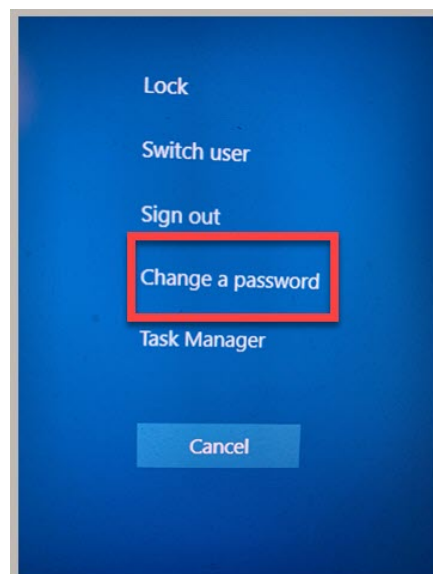
Step 2

Press **CTRL+ALT+Delete**.



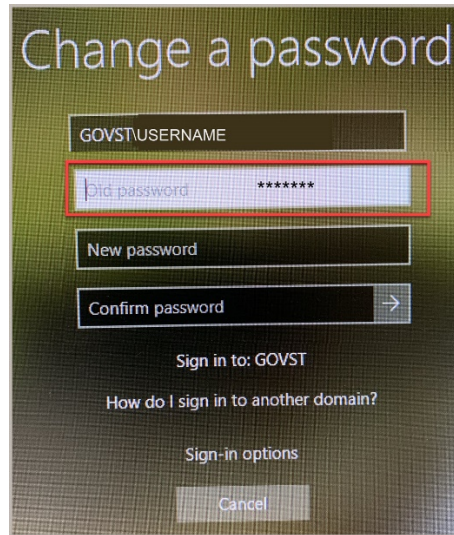
Step 3

Click **Change Password**.



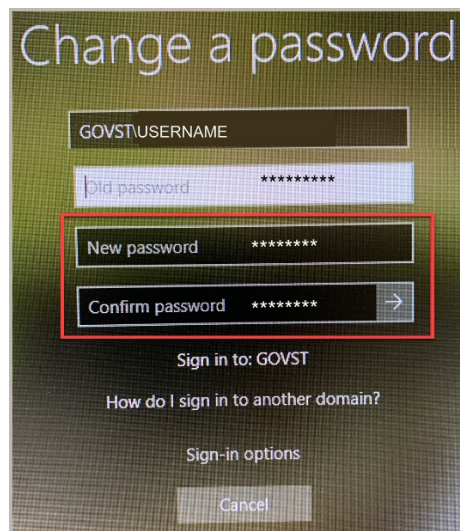
Step 4

Enter your current password.



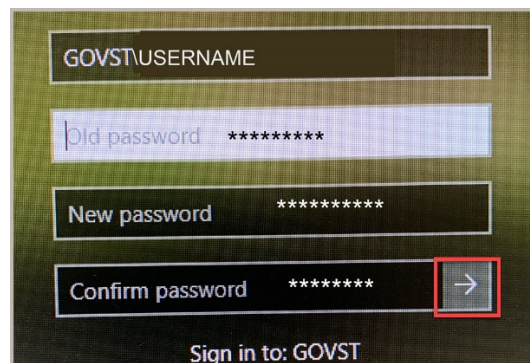
Step 5

Enter your new password. Confirm new password.



Step 6

Click the **Arrow**.



Update Password-VPN into the Network Using a GSU Device

Service Desk Tutorial

Step 7

Update your password on the following:

- Cell phone – Android or IOS
 - Email passwords
 - Wi-Fi passwords will need to be updated once on campus
- Tablets
 - Email Passwords
 - Wi-Fi passwords will need to be updated once on campus
- Web Browser saved passwords
- MAC Keychain App

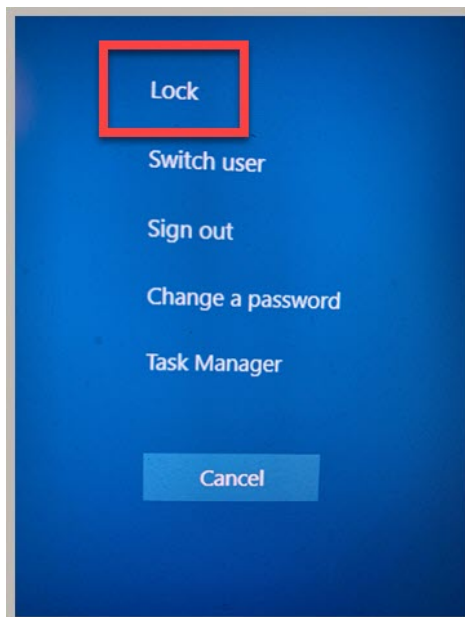
Step 8

Press **CTRL+ALT+Delete**.



Step 9

Click **Lock**



Step 10

Enter your new password and log in to update the cache.



If you have any questions, please contact the ITS Service Desk.

Contact ITS Service Desk:

- Phone: 708.534.HELP (4357) or ext. 4357
- Email: help@govst.edu
- Online: help.govst.edu