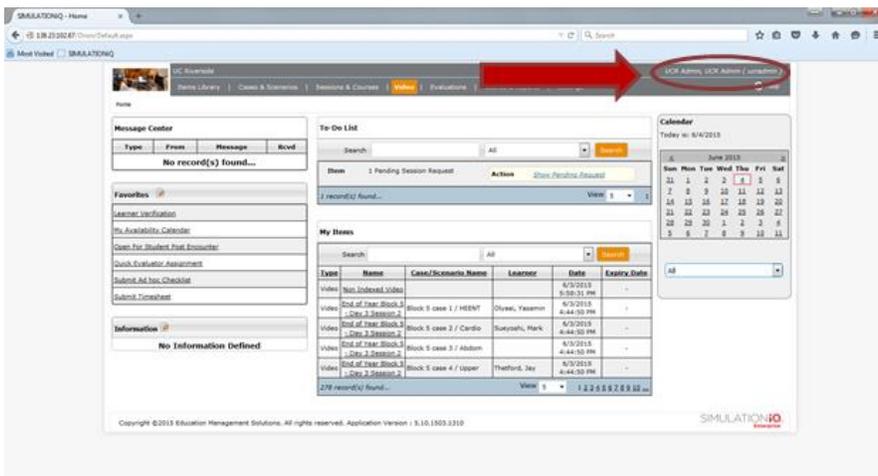


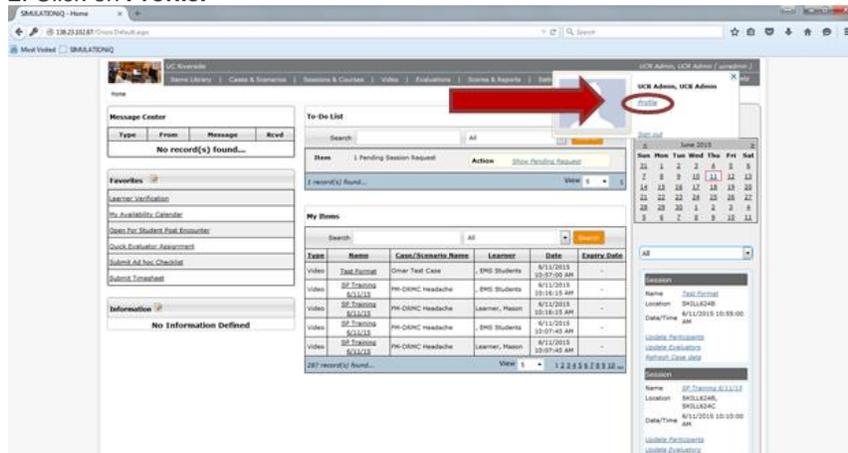
# Knowledge Base

## Change your Password in EMS (For SP User's Only)

1. Click on your Username located at the top right-hand corner of the window.

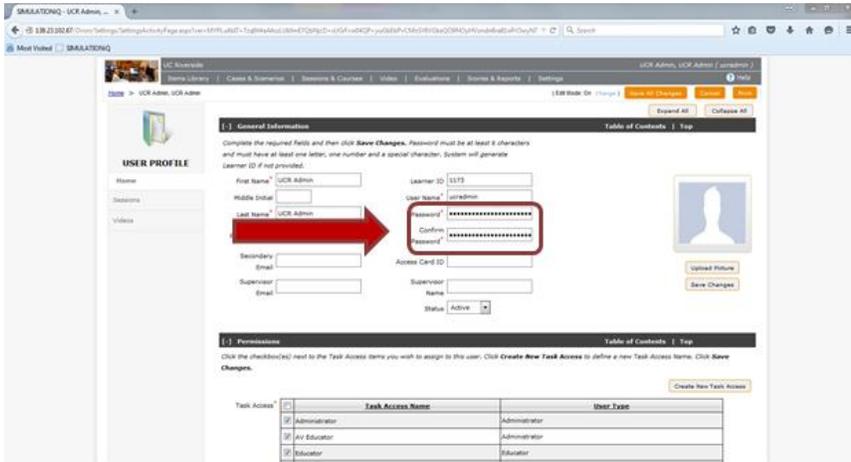


2. Click on **Profile**.



3. Type in your desired password in both Password AND Confirm Password sections.

# Knowledge Base



4. Click **Save All Changes** then click **Home**.

