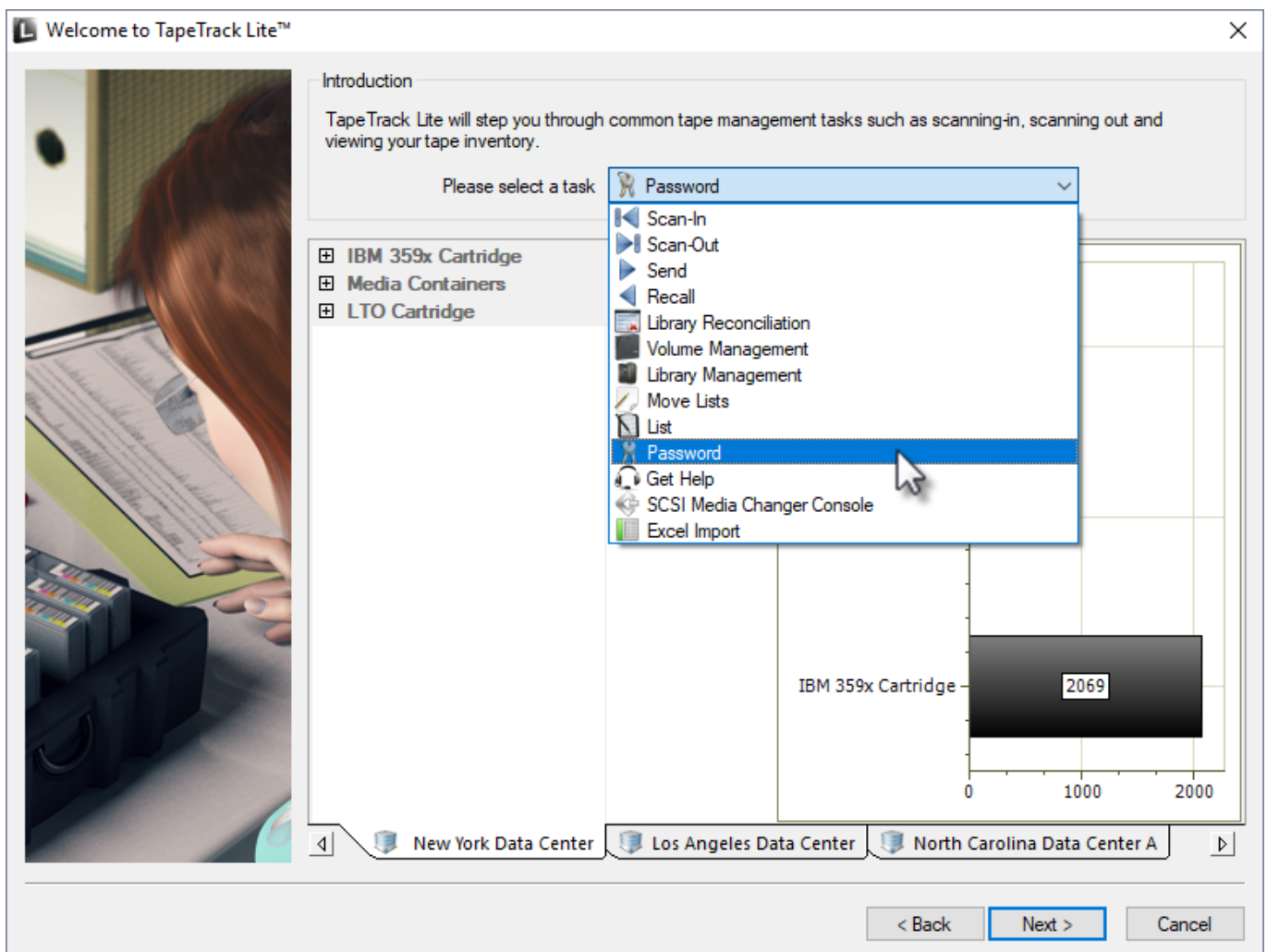


# Password

The Password task allows you to change the password for the current user. To manage users for accounts other than the current user refer to the Users task selection.

## Select Password

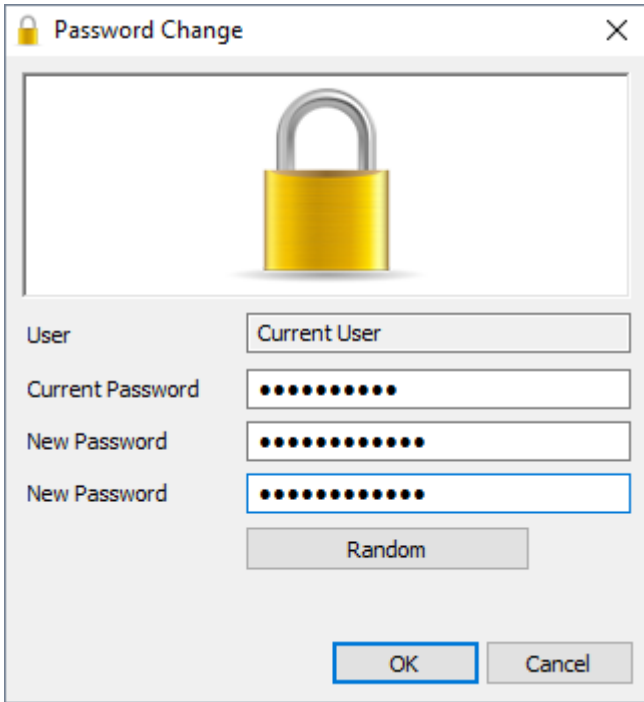
Once logged into TapeTrack Lite, select Password from the Library Management Tasks drop-down menu.



## Changing a password

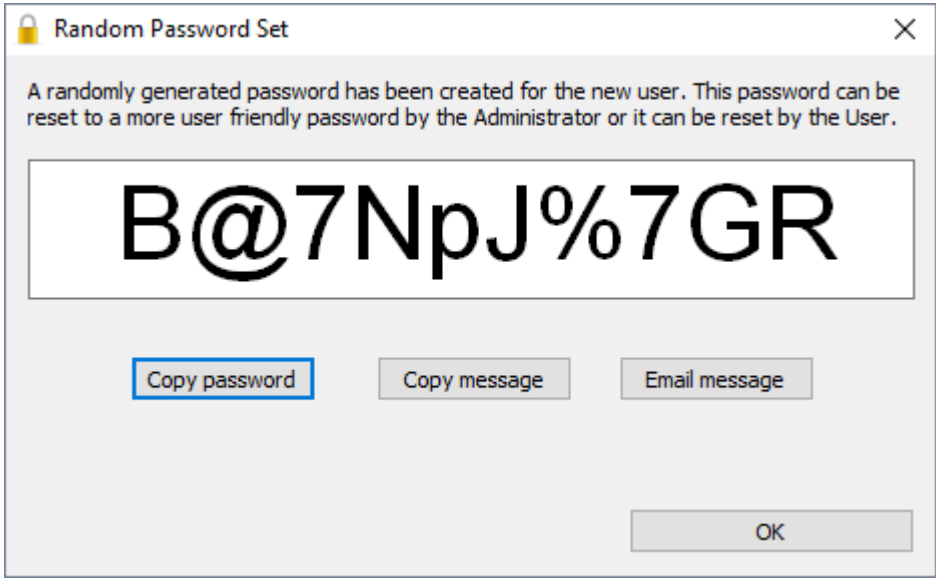
In the Password change box, enter:

- your current password
- new password
- verify new password



The 'Password Change' dialog box features a yellow padlock icon at the top center. Below the icon are four input fields: 'User' (containing 'Current User'), 'Current Password', 'New Password', and a second 'New Password' field. A 'Random' button is positioned below the second 'New Password' field. At the bottom, there are 'OK' and 'Cancel' buttons.

Press the Random button if you prefer a randomly generated password to be entered into the password fields. This password can be reset to a more user friendly password by the administrator or user. Click the copy password button to copy generated password to your clipboard. Copy message will give you the text " A new TapeTrack User-ID has been created for you to use. You can access this account using the User-ID(Current User) and the password(B@7Npj%7GR) " copied to your clipboard for convenience when sending a message to the user with login details. Clicking email message will open up your default email client with the same text as Copy message.



The 'Random Password Set' dialog box contains a message: "A randomly generated password has been created for the new user. This password can be reset to a more user friendly password by the Administrator or it can be reset by the User." Below the message, the password "B@7NpJ%7GR" is displayed in a large font. At the bottom, there are three buttons: 'Copy password', 'Copy message', and 'Email message', followed by an 'OK' button.

Click OK to close window. When finished filling out the password fields click OK to update your password and return you to the TapeTrack Lite start screen.

Welcome to TapeTrack Lite™

Introduction  
TapeTrack Lite will step you through common tape management tasks such as scanning-in, scanning out and viewing your tape inventory.

Please select a task

- IBM 359x Cartridge
- Media Containers
- LTO Cartridge

Category	Count
LTO Cartridge	20 Moving
Media Containers	5
IBM 359x Cartridge	2069

New York Data Center | Los Angeles Data Center | North Carolina Data Center A

< Back | Next > | Cancel

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