



Self-Service – Change Password - Office

Steps

- 1. Sign into your account at <u>bayada.okta.com.</u>
- 2. Click on your name in the upper right corner of the screen.
- 3. Click Settings
- 4. Click Edit Profile
- 5. Enter your **Password**
- 6. Verify your identity via the MFA challenge of your choice
- 7. Enter your
 - Current Password
 - New Password
 - Confirm New Password
- 8. Click Change Password.

Note: when making changes to your account, you will be prompted to authenticate via the methods you are currently enrolled in.

Control Registration Control Registra	BAYADA Preview Kathryn Depman kdepman@bayada.com Settings Preferences Recent Activity Sign out	🖌 Edit Profile	Verify with your password @ kdepman@bayeda.com Password 1 • Verify Ecrosc bassword?	Perfy with something else
New password		Pessword requirements: • As least 12 characters • No parts of your username • Dees not include your first name		
Change Password		Your password cannot be any of your last 20 passwords		