

Making changes to your account

Required items

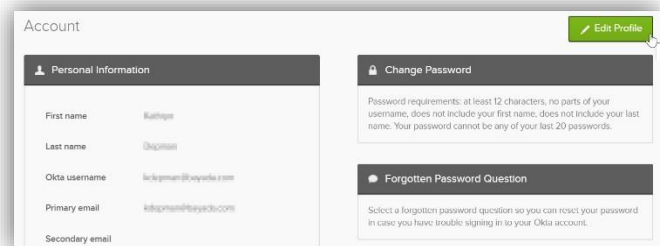
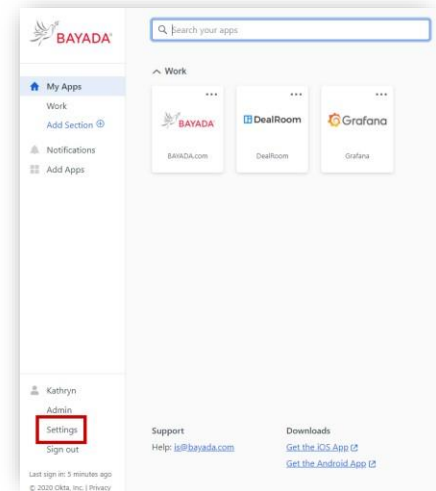
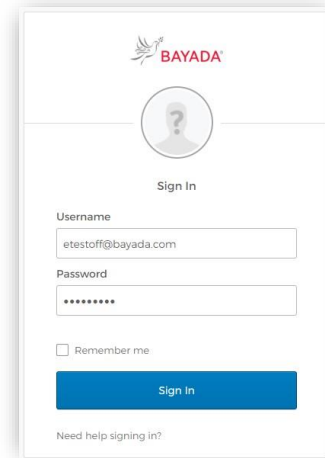
Internet-connect device

Steps


1. In a web browser (Internet Explorer, Firefox, Safari, Edge, or Chrome) go to bayada.okta.com.
2. Sign in
3. On the Okta landing page, click *Settings*
4. Select *Edit Profile*, you will be given the option to edit each of the following individually:
 - a. Personal Information
 - b. Change Password
 - c. Forgotten Password Question
 - d. Forgot Password Text Message
 - e. Forgot Password Voice Call
 - f. Security Image

Note: see dedicated guides for [Change Display Language](#) and [Setting up MFA](#)

5. Click Edit on your desired panel
6. Make your desired changes
7. Click Save





 Change Password
Save

First name Kathryn

Okta Username kdepman0bayada.com

Primary email Kdepman@bayada.com

Secondary email

Mobile phone

Current password

New password

Confirm new password

Password requirements: at least 12 characters, no parts of your username, does not include your first name, does not include your last name. Your password cannot be any of your last 20 passwords

Select a forgotten password question so you can reset your password in case you have your business email account.

- Tips for choosing a good security question:
- Don't pick a question that someone could easily guess or find out the answer to by looking at your resume or social networking profile.
 - Pick a question with an answer that is easy for you to remember.
 - Don't write your security question down on a piece of paper where someone could find it.


 Forgot Password Text Message
Save

Okta can send you a text message with a recovery code. This feature is useful when you don't have access to your email.

Country US


Phone number

[Edit](#) [Delete](#)

 Forgot Password Voice Call
Save

Okta can call you and provide a recovery code. This feature is useful when you don't have access to your email.

[Add Phone Number](#)

 Security Image
Edit

Your security image gives you additional assurance that you are logging into Okta, and not a fraudulent website.

