

How can I change my password?

If you have access to a Racine County PC you can change your password quickly and easy by following these steps:

- Press the key combination “Ctrl+Alt+Delete”
- Select “Change Password”
- Follow prompts to change your password

The new password requirements are the following:

- Between 12-32 characters in length
- Must contain at least one upper case letter
- Must contain at least one lower case letter
- Must contain at least one number
- Must contain at least one symbol
- Must not start with a space
- Must not contain username/full name/derivative of login
- Must not be “single” dictionary words (ie/ Summer_2019)
- Must not be a derivation of a dictionary word (ie/ p@ssword, pass1word, pa\$\$word)

Don't make creating your new password hard, have fun with it.

Try things like:

- Where you grew up, address@streetname (using two words 1915@WestAvenue)
- Memorable dates 032019#Wegotmarried!

If you do not have access to a Racine County PC:

please contact the Helpdesk between normal business hours 8 am to 5pm and someone will assist you.

Racine County Helpdesk contact Info:

Email: ITHelpdesk@racinecounty.com

Phone: 262-636-37777

If you need **immediate** assistance after 5pm, please call the afterhours phone number 262-930-2675