

How To Change Your CSUDH Network Account Password

Your CSUDH network account provides access to file/print services, email as well as other campus resources. As one of the measures implemented by Information Technology to increase our network security and approved by the Technology Advisory Council (TAC), complex passwords are now being enforced, in addition to a 200 day password expiration period.

* Your password requires any combination of three of the following four parameters, at least 8 characters long:

- Upper case (A,B,C)
- Lower case (a,b,c)
- Numerals (1,2,3)
- Symbols (!,*,%)

- Do not use any part of your username or single dictionary words. A pass phrase is recommended as they are very hard to crack and easy to remember.

- Password duration is 200 days. A daily pop-up reminder will appear 21 days prior to password expiration after logging in with your campus account on a Windows OS computer or through OWA. Users should note the day they change their passwords, count forward 200 days, and place a reminder to change their password in their calendar a few days prior to the expiration date. If you can remember the date or approximate date that you last changed your password, you can click on this link: [pwdexpire](#)

**** Important **** If you allow your password to expire, you will NOT be able to login to the campus network and you will NOT be able to change your password yourself unless you have set up the self service procedure. You will be required to present proof of identification in order to have your password reset by IT.

- There is a password history, so no, you cannot keep switching between two different passwords. Please enter a unique password every time you change it.

Self Service Password Change

DHNET provides a self-service password procedure so you can reset your password yourself if you forget it or if it expires. In the future, all password resets will be restricted to this procedure and will synchronize your password for CMS HR/Student/Finance, as well as Blackboard, Exchange email and your Windows desktop.

****IMPORTANT**** - These instructions apply to Faculty, Staff and Students.

With the migration from Banner to CMS Student, students are now also using DHNET to reset their password for MyCSUDH, etc. This single ID and password will be the same for MyCSUDH, student email, the WH Computer Labs, wireless, and Blackboard.

1. In your browser, go to <http://dhnet.csudh.edu>

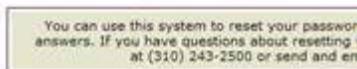


2. If you haven't set up your Security Questions and know your current, non-expired password, Click on the left button:

Setup Security Questions (you just have to do this once, unless you want to change them).

If you do not know your current password or allowed it to expire, you will have to contact the helpdesk first, x2500.

If you have already set them up, skip to: [Changing your password after Security Questions have been setup.](#)



3. Authenticate by entering your username and current password, the displayed word, then click on the Go to Password

Reset Form button.

Security Questions Setup

User ID	<input type="text" value="jdoe"/>
Current Password	<input type="password" value="••••••••"/>
	
If you can't read the word, click here	
Enter the word above	<input type="text" value="fuzzy"/>
<input type="button" value="Go to Password Reset Form"/>	

4. From the drop down fields, select two different questions and enter your answers (answers are not case-sensitive).

Do not pick a question with more than one possible answer, that would simply increase your chances of not remembering your answer.

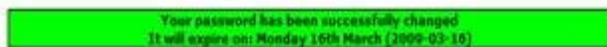
You will have to create a new password, enter in both fields. Question and Password guidelines are posted on the

web page. Once you have entered everything, click on the Change Password button.

Security Questions Setup

User ID	<input type="text" value="jdoe"/>
Select and answer your security questions	
--select--	<input type="text"/>
--select--	<input type="text"/>
Suggested Password	X8sk85yl
New Password	<input type="text"/>
New Password (again)	<input type="text"/>
<input type="button" value="Change Password"/>	

5. When successful, a green notification message bar will appear.



Links to CSUDH Resources



Changing your password after Security Questions have been setup

1. After setting up security questions, when you need to reset your password, go to <http://dhnet.csudh.edu> and click on the right button: Reset Password



2. To Change your password, simply enter your username, the displayed word and then click on the Go to Password Reset Form button.

Campus Password Change

User ID	<input type="text" value="jdoe"/>
	
If you can't read the word, click here	
Enter the word above	<input type="text" value="timing"/>
<input type="button" value="Go to Password Reset Form"/>	

3. Authenticate yourself by answering your selected questions, enter a new password in both fields, then click the Change Password button.

Username:	<input type="text" value="jdoe"/>
Answer your security questions	
What is your favorite film?	<input type="text"/>
What is your least favorite food?	<input type="text"/>
Suggested Password:	vikefi68Y
New Password:	<input type="text"/>
New Password (again):	<input type="text"/>
<input type="button" value="Change Password"/>	

4. If the questions are answered correctly, then you will receive a green notification message bar that your password has been changed.

Your password has been successfully changed
It will expire on: Monday 16th March (2009-03-16)

Links to CSUDH Resources

MyCSUDH Student E-Mail Blackboard MyToroSpace ToroWeb	Admissions and Records Campus Directory Campus Map Campus Tours Class Schedule	Distance Learning Extended Education Financial Aid Invest in Us Academic Calendar	Student Development Talk To Us Technology Resources University Catalog Visit Us
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If you have any questions or problems, please contact the Helpdesk at x2500.

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