How to change your password on a district computer.

1. On a **district computer** press Ctrl+Alt+Delete on the keyboard.
2. In the Windows Security screen that pops up, click *Change Password*.

3. In the *User name* box, enter your login name (your ID number).
4. In the *Log on to* box, select the EVERETT domain from the drop-down list.

5. In the *Old Password* box, enter your old password.
6. In the *New Password* box, enter your new password.
7. In the *Confirm New Password* box, enter your new password again, and then click OK.