

3. In the Change Password dialog box, in the Old Password text box, type your current password.
4. Press **TAB**, and then, in the New Password text box, type a new password.
5. Press **TAB**, and then, in the Confirm New Password text box, type the new password.
6. Choose **OK**.
7. Choose **OK**.
8. Choose **Cancel**.

Note: If you are on a network, after changing your password, you might be told that you have to change your password on the network as well. Check with your System Administrator about company policy before doing this on the job.

EXERCISE

In the following exercise, you will use the Windows NT Security dialog box to change your Windows NT password.

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| 1. Press CTRL+ALT+DELETE | <i>The Windows NT Security dialog box appears.</i> |
| 2. Choose Change Password | <i>The Change Password dialog box appears.</i> |
| 3. Examine the User name and Domain text boxes | <i>The User name text box displays the user name under which you are logged in. The Domain text box displays the domain of the account in which you are logged in.</i> |
| 4. In the Old Password text box, type your current password | <i>As you type, asterisks appear instead of the actual characters.</i> |
| 5. Press TAB , and then, in the New Password text box, type cookies | <i>As you type, asterisks appear instead of the actual characters.</i> |
| 6. Press TAB , and then, in the Confirm New Password text box, type cookies | <i>As you type, asterisks appear instead of the actual characters.</i> |