



DOCUMENTATION

Changing Password

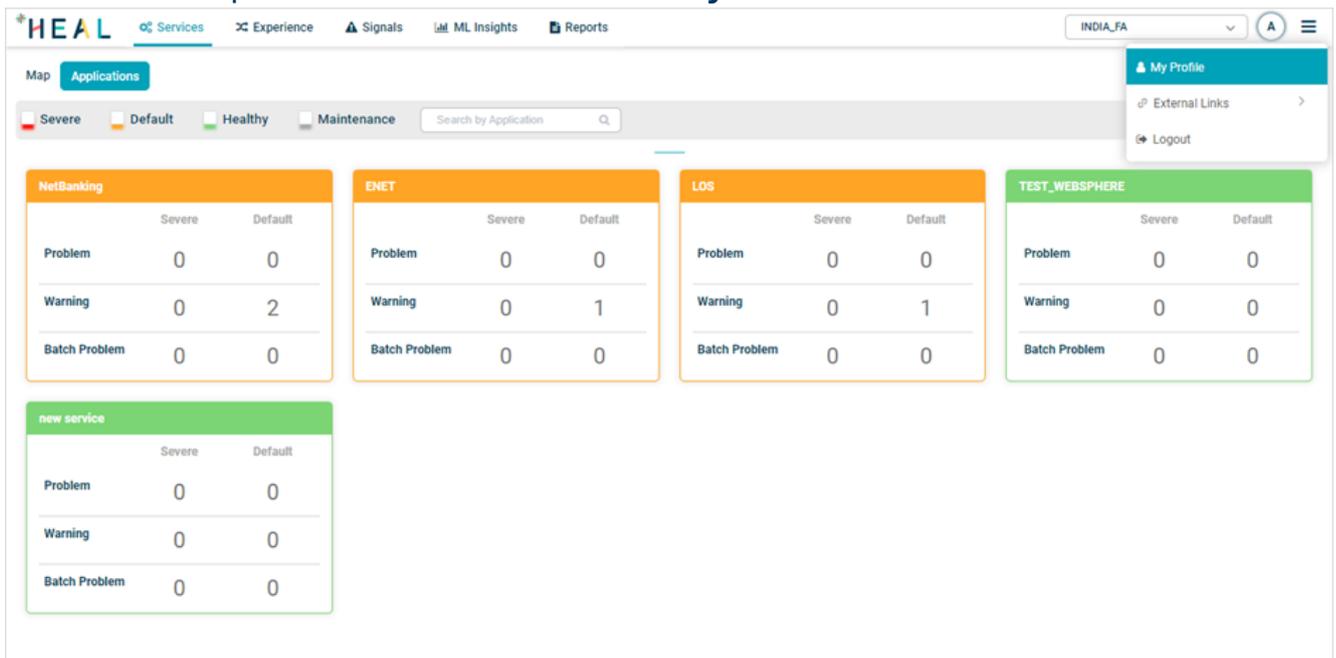
HEAL Software Inc.

If you want to change your password for security reasons, reset it using the “Forgot Password” function.

[box type=“info”] To enable this function, perform the following steps in the Keycloak Administration Console:

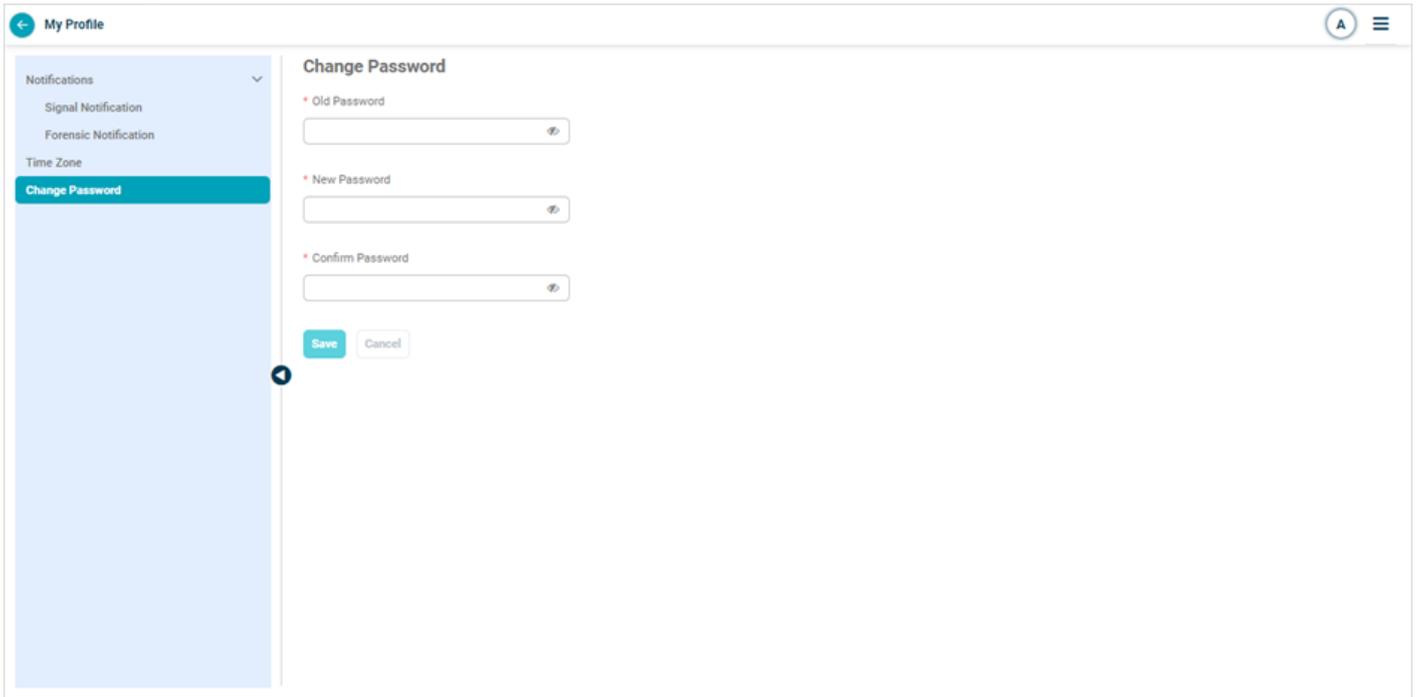
- Activate the “Forgot password” feature: Navigate to Configure > Realm Settings > Login. Activating this feature will add a “Forgot Password?” link to the login page, which can be clicked to initiate the password reset process.
- Set up SMTP details: Navigate to Configure > Realm Settings > Email to configure the SMTP details. The proper configuration will allow Keycloak to send and receive password reset emails.[/box]

1. Log into the HEAL UI with your existing username and password.
2. Click the collapsed menu icon and select **My Profile**.



3. On the **My Profile** page, the **Change Password** form is displayed. Enter the

necessary information and click **Save**.



The screenshot shows a user interface for 'My Profile'. On the left is a navigation menu with options: Notifications (with a dropdown arrow), Signal Notification, Forensic Notification, Time Zone, and Change Password (highlighted in blue). The main content area is titled 'Change Password' and contains three input fields: 'Old Password', 'New Password', and 'Confirm Password'. Each field has a red asterisk to its left and a small circular icon to its right. Below the fields are two buttons: 'Save' (in blue) and 'Cancel' (in light gray). The top right corner of the page has a user profile icon and a menu icon.

Note:

- It should not be one of the last three passwords used.
- It must contain at least five characters.
- It must include at least one uppercase character, one special character, and one digit.