# 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:
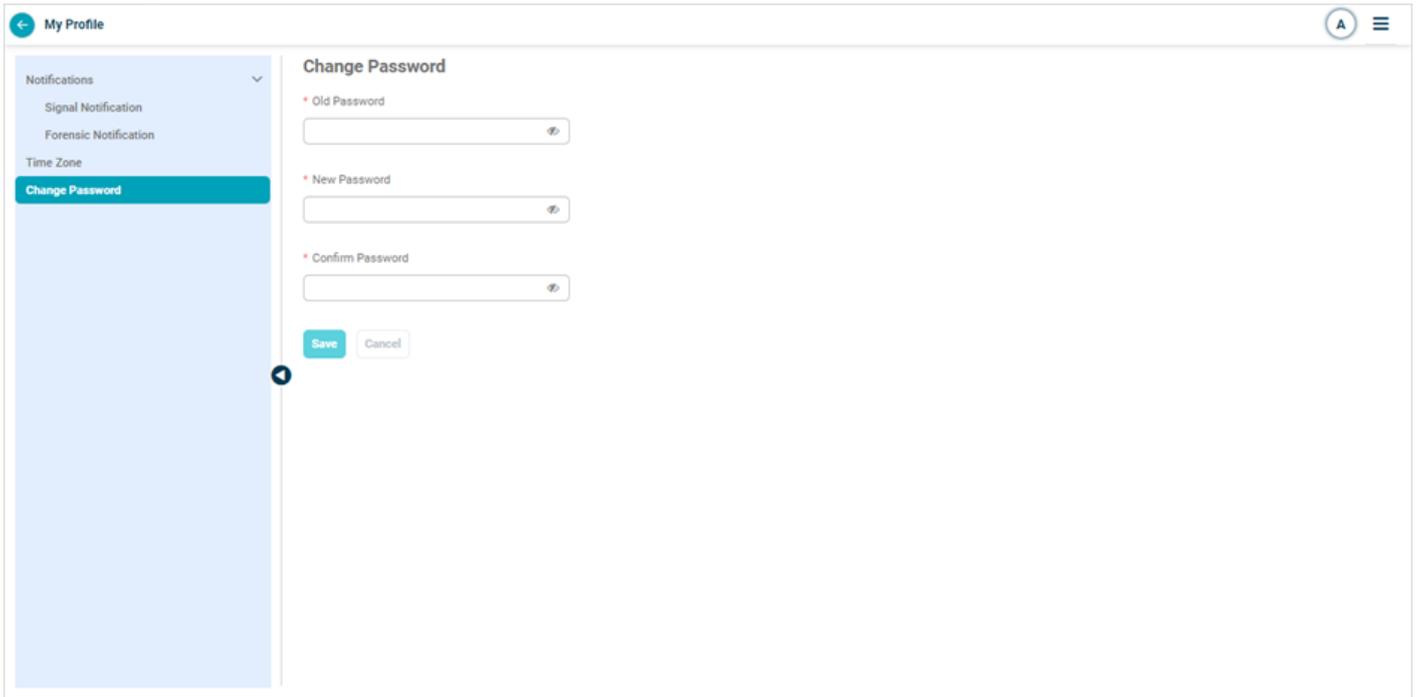
- Activate the "Forgot password" feature: Navigate to Configure > Realm Settings > Login. Activating this feature will add a "Forgot Password?" link to the login page, which can be clicked to initiate the password reset process.
- Set up SMTP details: Navigate to Configure > Realm Settings > Email to 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**.
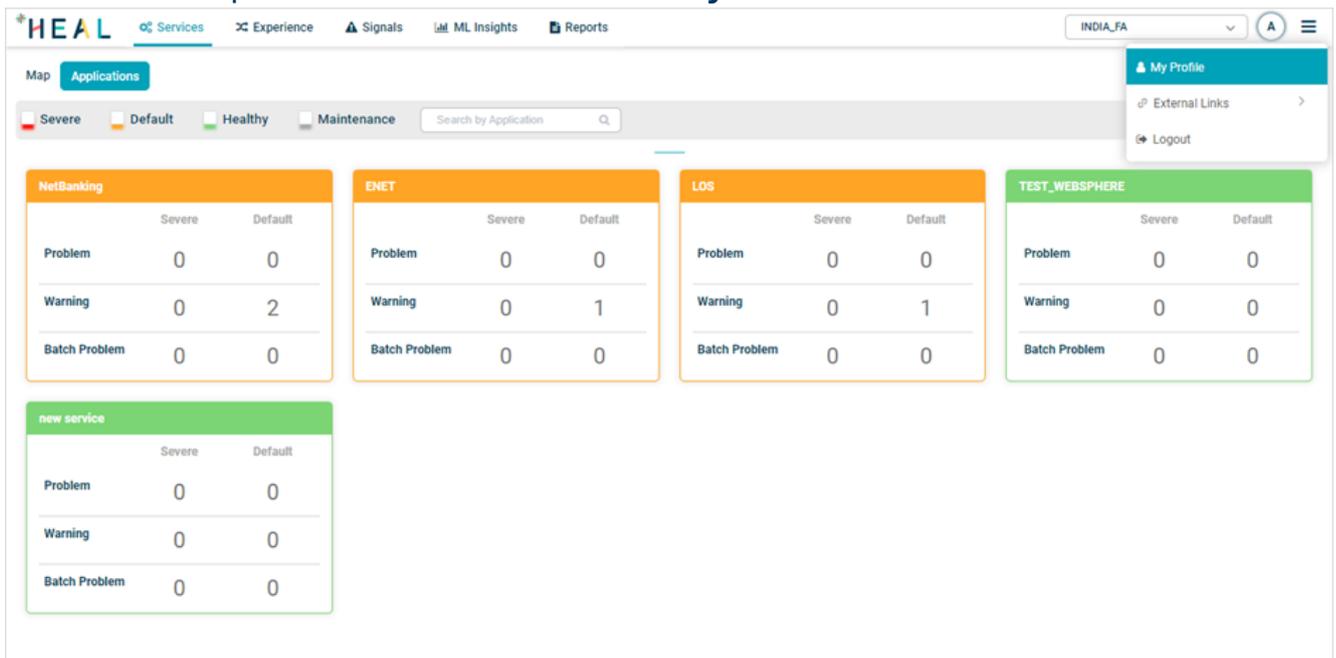
3. On the **My Profile** page, the **Change Password** form is displayed. Enter the

necessary information and click **Save**.

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.