

This is NOT to Reset your password if you forgot it. If you forget your password, please call the Help Desk at 254-4288 and we can assist you.

All middle and high school students need to change their Google password so that it is NOT their birthdate or ID#. Keeping your account safe is super important and it's up to you to do it. Don't share your password with anyone, and always use different passwords for each account you have.

1. Go to [Google.com](https://www.google.com) and click the "Sign in" button.
2. Type in your full email address and click "Next."
3. Type in your current password and click "Next."
4. Click on your profile icon in the top right corner.
5. Choose "Manage Google Account" from the menu.
6. Click on "Security" on the left-hand side of the screen.
7. Look for "Signing into Google" and find "Password" and click on it.
8. Type in your current password again.
9. Choose a new password and type it in the "New password" field. Make sure your new password is strong and hard to guess. Do NOT use your Student ID# or your birthdate.
10. Type your new password again in the "Confirm new password" field.
11. Click on "Change Password."
12. You should see a message that says your password has been changed.

\* If you'd like to check how secure your password is, you can do so by going here:

[Password Strength Meter \(passwordmonster.com\)](https://passwordmonster.com)