## How User Updates the Password Used with Their MyLakeCountry Profile

A MyLakeCountry site user would follow these steps to change the password they use for accessing the MyLakeCountry site when they know their current site password.

- 1. User logs into their <u>MyLakeCountry</u> profile.
- 2. They see their MyLakeCountry profile **home** screen below.

Accounts		
Welcome MyLakeCountry Demo mylakecountrydemo@outlook.com	m	
L Update Profile	🖍 Edit Accounts	Inactivate Profile

3. They click the **Update Profile** button and are presented with the screen like shown below.

Update Profile				
Profile Information	on ————			
Email	mylakecountrydemo@outlook.com	🖍 Change Email		
First Name*	MyLakeCountry			
Last Name*	Demo			
Phone*	999-999-9999			
		🖍 Update Profile		
Security —				
Password	XXXXXXXXXXXXX	🖍 Change		
Security Question	In what city did you meet your spouse/significant other?	🖍 Change		

- 4. In Security section of above, user clicks the Change button to the right of Password field.
- 5. The following screen appears where user enters their Current Password, their New Password and their New Password a second time to confirm entry. They click **Change Password**.

Change Password				
Password must be 8 characters or longer and and include at least one lowercase, one uppercase and one special character such as "&".				
Current Password*				
New Password*				
Confirm New Password*				
	Show Characters			
	Change Password			

6. The following dialogue appears confirming successful change of password. User clicks **OK**.

Update Succeeded	
Password has been changed.	
	ОК

7. User is taken back to the **Update Profile** screen from step 3 above.

Update Pro	OFILE	
Profile Information	on	
Email	mylakecountrydemo@outlook.com	🖍 Change Email
First Name*	MyLakeCountry	
Last Name*	Demo	
Phone*	999-999-9999	
		🖍 Update Profile
Security —		
Password	XXXXXXXXXXXXX	🖍 Change
Security Question	In what city did you meet your spouse/significant other?	🖍 Change

8. The user would use their **newly entered password** the next time they need to log into site.