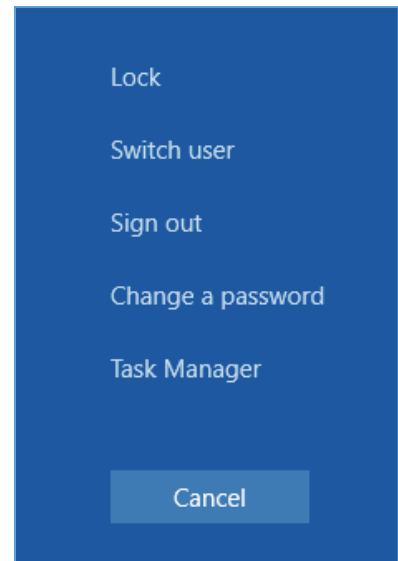


How to Change Your LOJIC Virtual Network Password

With the horizon.louisvillemsd.org server open to the Application launcher, **press CTRL+ALT+DELETE** on your keyboard and click **Change a password**.

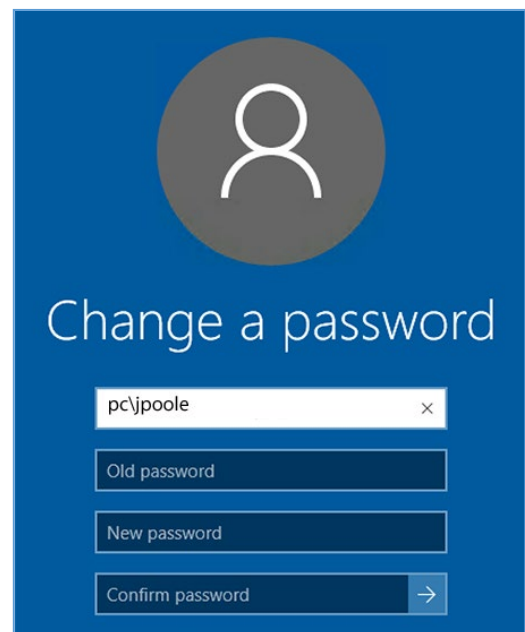


In the **Change a password** window, enter the domain (pc) and your LOJIC Virtual Network user name. **Example: pc\jpoole**.

Enter your **old password** and then enter your **new password**.

Confirm or reenter your new **password** and **click the arrow** to submit it.

If a user does not know their password, send an email to lojichelpdesk@louisvillemsd.org and request that your **LOJIC Virtual Network password be reset. Provide your LOJIC Virtual Network user name.**



Important: Changing your LOJIC Virtual Network password does not change your Database password.