

Synchronizing your Novell Password to Your Windows Password (Windows XP/2000)

To further enhance security on campus, all users of Windows-based computers on campus will now need to synchronize their Windows password to match their CAMPUS password. This simple change requires one additional step in the login process each time you change your CAMPUS password. Below are step-by-step directions and screenshots to walk you through this process.

1) When you restart your campus computer for the first time after a successful password change, you will login to the Novell client (as you would normally) with your username and NEW password. See Figure 1 below.

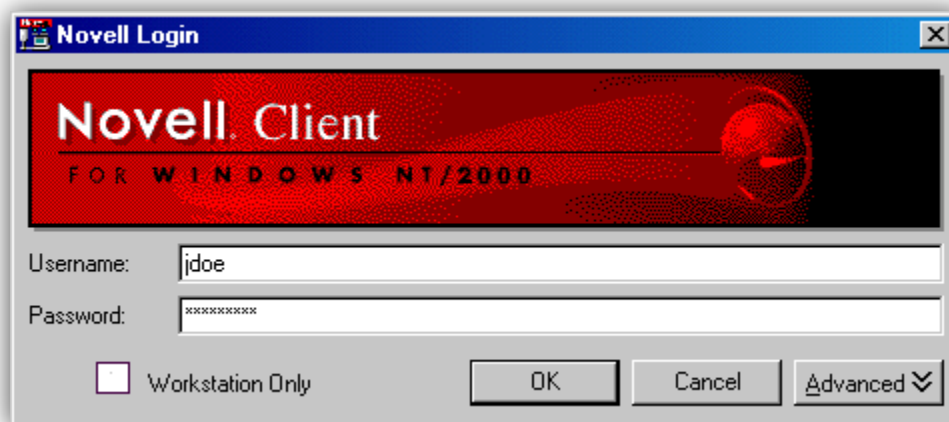


Figure 1

2) After clicking OK, a new “Windows Workstation” window will open. In this window, you’ll be prompted for a password to enter for the username “WSUAdm.” Leave the username as is, but type in your OLD password for the “Password” box. You must type in your OLD password for this step to succeed. See Figure 2 on next page.

3) After typing in your password, place a checkmark in the box for “Change your Windows password to match your Novell password after a successful login.” This will sync your Windows password to your Novell password, and you will not be prompted again with this window until you change your password. See Figure 2 below.

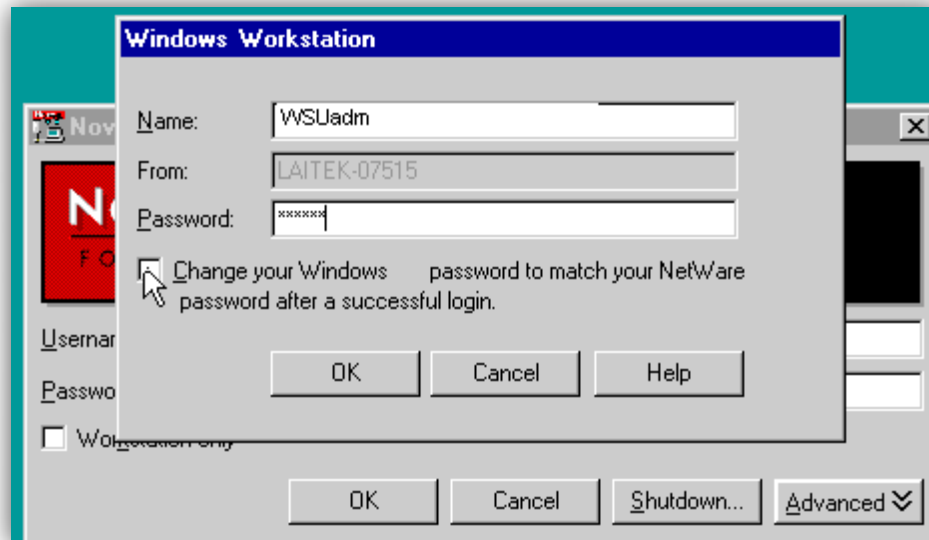


Figure 2

If you do not know your password, or are unable to login to the workstation, contact the Help Desk at x4827 for assistance.