Changing stored password on Windows

Friday, March 28, 2014 10:08 AM

- 1) Open "Control Panel" from the start menu.
- 2) In the top right corner of the new window change the "View by" setting to "Small Icons"
- 3) Click on "Credential Manager"

<u> </u>		
Control Panel Home	Store credentials for automatic logon	
	Use Credential Manager to store credentials, such as user na on to computers or websites.	imes and passwords, in vaults so you can easily lo
	Windows Vault Default vault location	
	Back up vault Restore vault	
	Windows Credentials	Add a Windows credential
	TERMSRV/mdt.eng.jhu.edu	Modified: 2/18/2014 📀
	TERMSRV/wse-deanspool.win.ad.jhu.edu	Modified: 12/5/2013 📀
	TERMSRV/wse-spooler	Modified: 3/12/2014 🕥
	Certificate-Based credentials	Add a certificate-based credential
	No certificates.	
	Generic Credentials	Add a generic credential
	WIN\rabakae1	Modified: 8/22/2013 📀
See also	virtualapp/didlogical	Modified: 3/27/2014 📀

4) Depending on what server you are connected to, you will see either "TERMSRV//wsedeanspool.win.ad.jhu.edu" or "TERMSVR//wse-spooler.win.ad.jhu.edu". Click on the appropriate record that you would like to modify and select "Edit"

🚱 🔍 🗣 📓 + Control Panel + All Control Panel Items + Credential Manager + Edit Windows Credential 🔹 4 y Search Control Panel	Q
Edit Windows credential Make sure that the user name and password that you type can be used to access the location.	
Internet or network address (e.g., myserver, server, company.com): TERMSRV/wse-deanspool.win.ad.jhu.edu	
Password:	
Save	

5) Type in the new password and click "Save"

Changing stored password on Mac OSX

Friday, March 28, 2014 10:20 AM

- 1) Open Spotlight (Magnifying glass icon on the top right corner of your screen) and search for "Keychain"
- 2) In Keychain application, find the record storing your credentials for the printer (it is stored under "Login" Keychain, "Passwords" Category.

The record is stored as a "Network Password" and usually is named after one of the network printers you are connected to. To make sure that you are selecting the correct record, check that the "Where" field has either "smb://wse-spooler.win.ad.jhu.edu" or "smb://wse-deanspool.win.ad.jhu.edu".

In the example below, I am changing a password for "beast" printer. If you have more than one printer, there is still going to be only one record in Keychain.



3) Double-Click on the record that you would like to edit.

0	beast	
	Attributes Access Control	
	lame: beast	
(a)	Kind: network password	
Acc	ount: win\rabakae1	
w	here: smb://wse-spooler.win.ad.jhu.edu	
Comm	ients:	
Show pass	vord:	9
	Save Ch	anges

4) Click "Show Password" and type in your Local Admin password (the password you use to login into the computer)

	Keychain Access wants to use your confidential information stored in "wse- spooler.win.ad.jhu.edu" in your keychain. To allow this, enter the "login" keychain password.	
	Password:	
?	Always Allow Deny A	Allow

5) Replace the old password with the new one and click "Save Changes"