

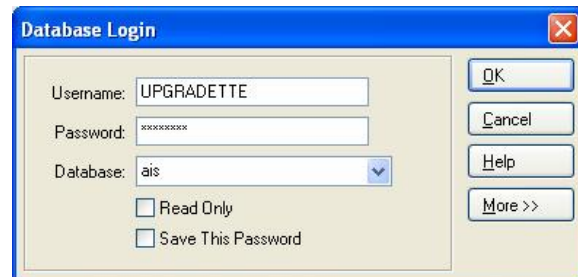
Please print these instructions prior to beginning the download process.

- Open Golden

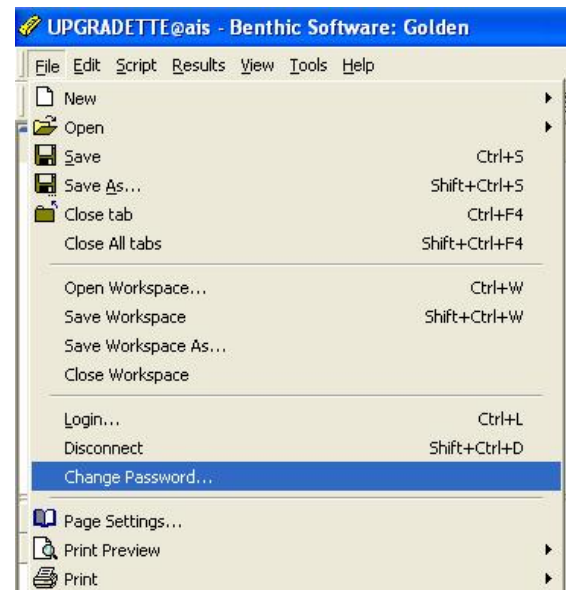


- Change Database to: ais

- Click OK



- Go to the Toolbar: File → Change Password



# Changing Your Database Password



- Type in your current password. Then using the new password standards, type in a new password and repeat.
- Click OK.

A dialog box titled "Set new password" with a close button (X) in the top right corner. It contains the following fields and buttons:

- Username: UPGRADE
- Database: ais
- Old password: [empty text box]
- New password: [empty text box]
- Retype new password: [empty text box]
- Buttons: OK, Cancel

- Click Ok once more. This password will be copied to RPT3 tomorrow morning.

A small dialog box titled "UPGRADE@ais - ..." with a close button (X) in the top right corner. It contains the following text and button:

- Text: Password has been changed.
- Button: OK