

Eprint and Xtender: Resetting your passwords Using Admin Pages

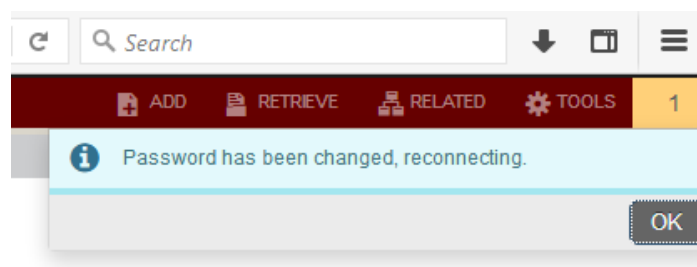
Overview

Since your ePrint password and Xtender password are the same, you will follow the same steps to reset the password for both applications. Single sign on is not currently enabled for ePrint or Xtender, so you will need to follow the steps below when changing your password.

If you know your password for ePrint/Xtender but wish to change it, please follow the steps below:

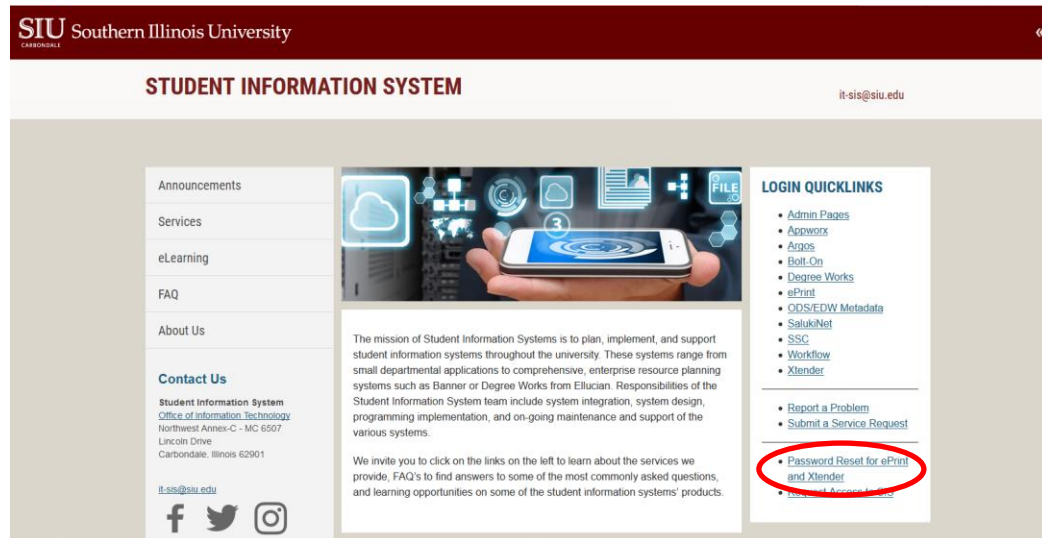
1. Log into Admin Pages and go to GUAPSWD
2. Enter your current ePrint/Xtender password in the Oracle Password field.
3. Enter your new password in the New Oracle Password field and the Verify Password field.
4. Save.
5. YOU MUST LOG OUT of Admin Pages in order for changes to take effect.

** If you just go to another page without logging out you will see the message below. Ignore this message. You still need to log completely out of Admin Pages for the changes to take effect.



If you do NOT know your password for ePrint/Xtender follow the steps below:

1. Go to SIS Home Page <https://oit.siu.edu/sis/>
2. Click on *Password Reset for ePrint and Xtender*



3. Use your network ID and password to logon to Reset Page

The screenshot shows the password reset page with the following elements:

- Header:** SIU Southern Illinois University CARBONDALE and STUDENT INFORMATION SYSTEM.
- Image:** A large photograph of a campus scene with trees and a statue.
- Form:** A section titled "Reset your ePrint and Xtender Password" with the instruction "Please enter your Network ID(siu5#####) and network Password:". It contains two input fields labeled "Network id:" and "Password:", and a "Logon" button.

4. On the next page click Reset Password
5. A temporary password will be sent to your email. Once you have received the temporary password follow the steps above for "If you know your password for ePrint/Xtender..."

Note: You will enter the temporary password from your email in the Oracle Password field on the GUAPSWD form.