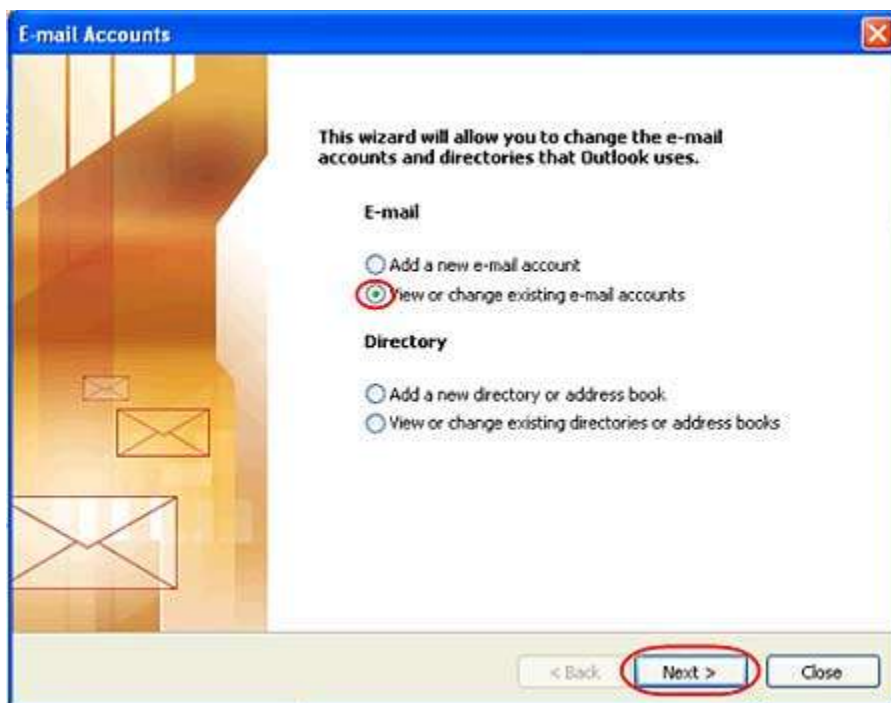


Changing Password in Outlook 2003

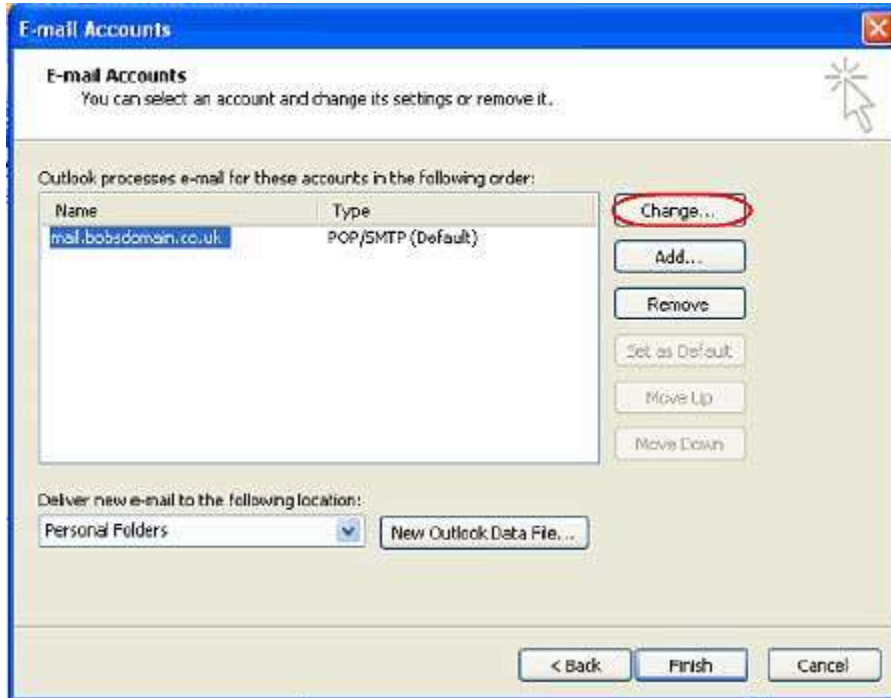
Step 1: Open Outlook 2003.

Step 2: Click **Tools**, then **E-mail Accounts** in the drop down menu.

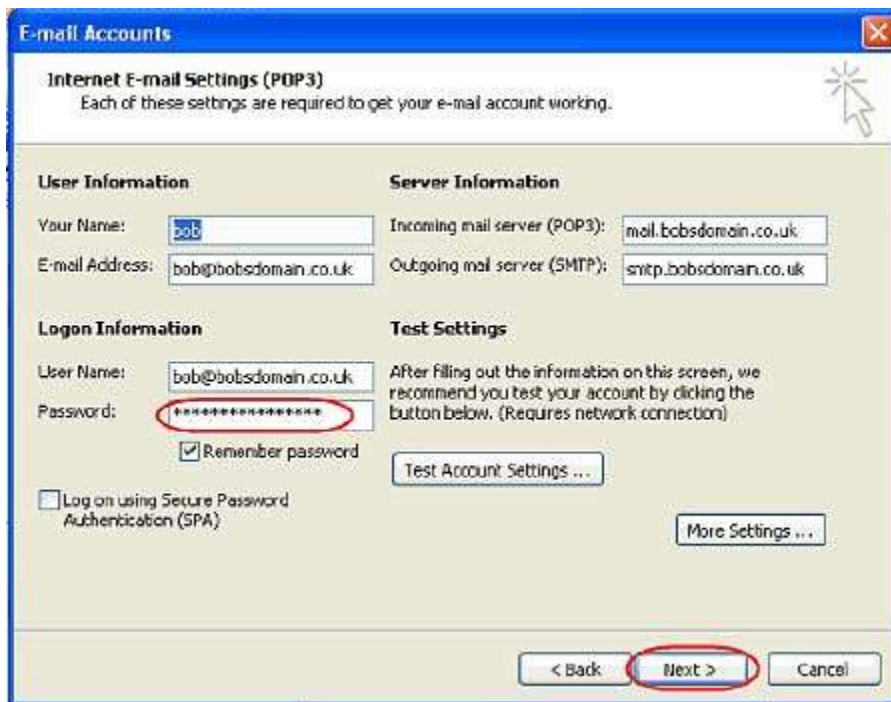
Step 3: Select the button marked *View or change existing e-mail accounts* and click **Next**.



Step 4: Select your email account and click **Change**.



Step 5: Enter your new password in the text box provided and click **Next** to save your changes.



Step 6: Click **Finish** to close the window and return to Outlook 2003.