Students: Changing your Password/E-mail Address

When you first log in to WeBWorK, your password and e-mail address have been preset by your instructor. Your default password should be your Banner ID number, zeros included. You can change either or both of these. It is recommended that you change your password to something more personal to avoid unauthorized access to your account.

Changing Your Preferences

1. From the course home page select the Password/Email link from the main menu on the left, shown in Figure 1. This will display the Change Password/Email page.

Changing Your Password

1. Enter your current password in the field labeled "[Username]'s Current Password."

2. Enter your new password in the fields labeled "[Username]'s New Password" and "Confirm [Username]'s New Password."

3. Click the Change User Options, shown in Figure 2, when you have finished. This will update your password to the new password.

   Note: It is recommended that you write down your new password somewhere safe so you do not forget it. If you do forget it, only a WeBWorK administrator or your instructor can change your password.

Changing your E-mail Address

1. Enter your new e-mail address in the field labeled "[Username]'s New Address."

   Note: Your current e-mail address will be displayed in the field above labeled "[Username]'s Current Address."

2. Click the Change User Options, shown in Figure 2, when you have finished. This will change your e-mail address to the e-mail address.

   Note: You may change both your password and your e-mail address at the same time. To do this, ignore the third step from the Changing your Password section and proceed on to the instructions for Changing your E-mail Address.