

#### Computer Tutorial Change Your Password

**Purpose:** To show students how to change their password to log in to MyHills, WIN, and Student WebMail.

**Important:** When you were accepted to Indian Hills Community College, a username and a password were created for you to access MyHills, WIN, and Student WebMail. If you change your password to access MyHills, you are also changing your password to access WIN and Student WebMail.

On the IHCC website (www.indianhills.edu), click "MyHills Portal" from the footer on any page.

IND	DIAN	IHIL	LS	Academics	Life at IHCC	Resources	Information
сомм	1UNITY •	COLL	EGE	Catalog/Student Handbook	Housing Dining	Bookstore/Shop Library	Accreditation Blogs
f	<b>y</b>	Ø	Ø	Online Learning Courses & Programs High School Programs	Student Life Calendar	Continuing Education Faculty/Staff Directory	Campus Locations Consumer Information
Otturnwa and Centerville, Iowa (800) 726-2585 • Maps & Directions				Adult Learners Hispanic Learners Skill-Building Courses	Arts Athletics IHCC Mail Health & Wellness	Teaching & Learning Email Employment IT Help Desk	CARES Funding Equal Opportunity / Non- Discrimination Complaint Resolution
Select L	Select Language			Register for Courses Academic Resources MyHills Portal	Veteran Affairs Safety & Security	Indian Hills Alert Request a Transcript Name Change Form	Notice to Bidders Homes for Sale Events
Powered	by Google	Translate		Email		FAQs	Student Code of Conduct Social Media Contact Indian Hills

You are now on the "MyHills Portal Login" page.



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If you forget your password or would like to change your password, click "Forgot my Password".



← janet\_learner@stu.indianhills.edu

## Enter password



The "Password Maintenance" page will open. Follow the instructions to change your password.

#### Microsoft

# Get back into your account

### Who are you?

To recover your account, begin by entering your email or username and the characters in the picture or audio below.





Enter the characters in the picture or the words in the audio. \*



Note: Remember, your new password must be six to nine characters in length, and must contain *at least* one capital letter, one lowercase letter, and one number.

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Congratulations! You now know how to change your password.

— Office of Online Learning —

Looking for more computer tutorials? Please visit: <u>www.indianhills.edu/tutorials</u>.

For further assistance on this topic or other technical issues, please contact the **IT Help Desk Phone:** (641) 683-5333 | **Email:** <u>helpdesk@indianhills.edu</u> | **Web:** <u>www.indianhills.edu/helpdesk</u>