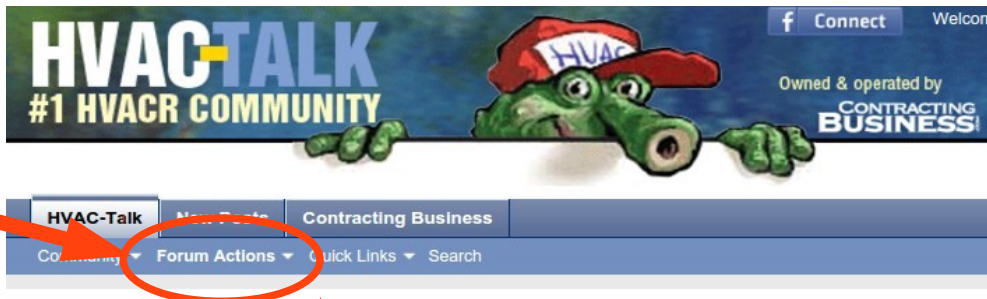


How To Reset Your Password

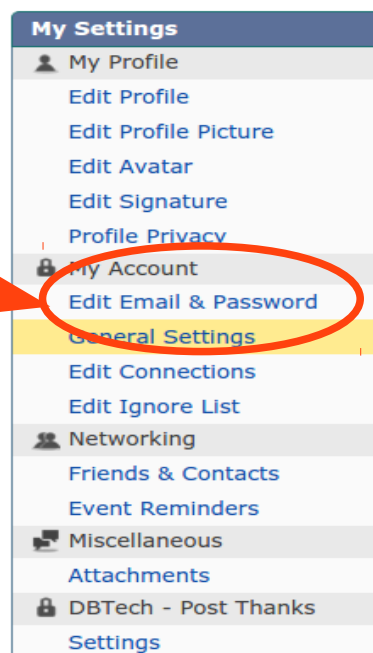
1. Log in to HVAC-Talk like you normally do.
2. At the upper left of the page select **Forum Actions**:



3. In the dropdown menu select **General Settings**:



4. On the general Settings page scroll down to the **My Settings** menu box on the left side of the page and select **Edit Email & Password**:



5. On the Email & Password page, enter your present password, then enter a new password and re-enter it to confirm. ***(Make a note of the new password because you will need it a minute.)***

Then click on Save Changes at the bottom:

The screenshot shows a web form titled "Edit Email & Password". It is divided into three main sections: "Enter your present password to continue:", "Edit Password (Optional)", and "Edit Email Address (Optional)".

- The first section has a text input field for the current password. A red arrow points to this field, and the text "You must enter your current password if you wish to change your password or email address." is displayed below it.
- The second section, "Edit Password (Optional)", contains two text input fields: "New Password:" and "Confirm New Password:". A red arrow points to the "New Password:" field. Below these fields, a note states: "Enter a new password for your user account. Note that passwords are case-sensitive."
- The third section, "Edit Email Address (Optional)", contains two text input fields: "New Email Address:" and "Confirm New Email Address:". Below these fields, a note states: "Enter your new email address here. You must be able to receive email sent to this address."
- At the bottom of the form, there are two buttons: "Save Changes" and "Reset Fields". A red arrow points to the "Save Changes" button, which is also circled in red.

6. Did you save the changes? If so, log out of HVAC-Talk and log back in using your new password and you're done!