Here in IT, one of our most frequent calls is the Password Reset one.

Many do not realise they can actually manage this themselves and reset it without having to pick up the phone at all.
Please make sure that you register for the service and then you will be able to reset your own password, whenever necessary.
The instructions, along with helpful videos, will bring you through the process in a matter of minutes.
Just follow the IT System Password Management FAQ provided here - <https://staff.rcsi.ie/administration-and-support/information-technology/how-to>

### How do I register for the Self-Service Password Manager

The RCSI has a Password Management system (sspm.rcsi.com). This system allows registered users to reset a forgotten password, unlock accounts or change their passwords. All you need to do is register with the system.

Register with the Password Manager tool as soon as you receive your RCSI account details using this [link](https://eur02.safelinks.protection.outlook.com/?url=https%3A%2F%2Faccount.activedirectory.windowsazure.com%2FPasswordReset%2FRegister.aspx&data=05%7C01%7Ckieranross%40rcsi.ie%7Cb98037a492ac4eaa3fdb08da2cf9298e%7C607041e7a8124670bd3030f9db210f06%7C0%7C0%7C637871745976875363%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=11Trw4y9rvqjhBTzzeG5FLIoNalkOO5pDHkzMKt9UuU%3D&reserved=0).

Instructions on how to register are in this help [video](https://eur02.safelinks.protection.outlook.com/?url=https%3A%2F%2Frcsi.cloud.panopto.eu%2FPanopto%2FPages%2FViewer.aspx%3Fid%3D2575c679-ac63-43d9-aeec-ab3600ee439f&data=05%7C01%7Ckieranross%40rcsi.ie%7Cb98037a492ac4eaa3fdb08da2cf9298e%7C607041e7a8124670bd3030f9db210f06%7C0%7C0%7C637871745977031602%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=2rliqvIPaiTtVAjofxovAZUC5AEw4mQzVJgn581iCZc%3D&reserved=0).