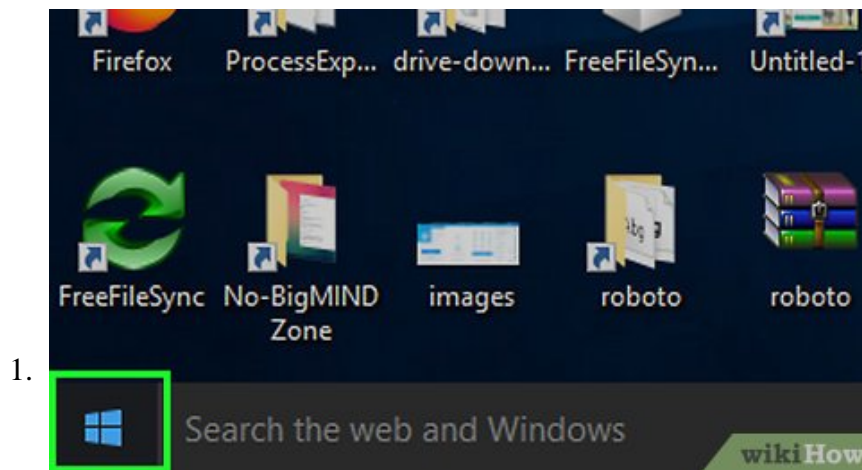


How to Change Your Password on Windows

This wikiHow teaches you how to change or reset the password you use to sign in to Windows 10. Click the menu. It's usually at the bottom-left corner of the screen.

Method 1 of 3:

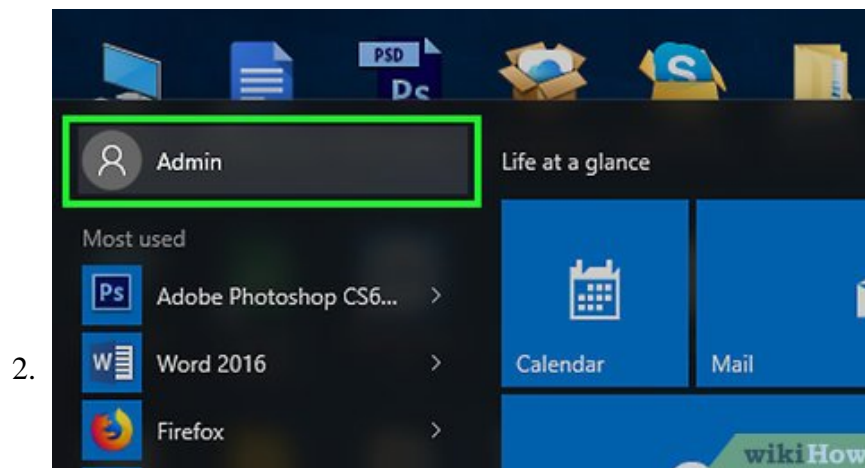
Changing your Current Password



Click the

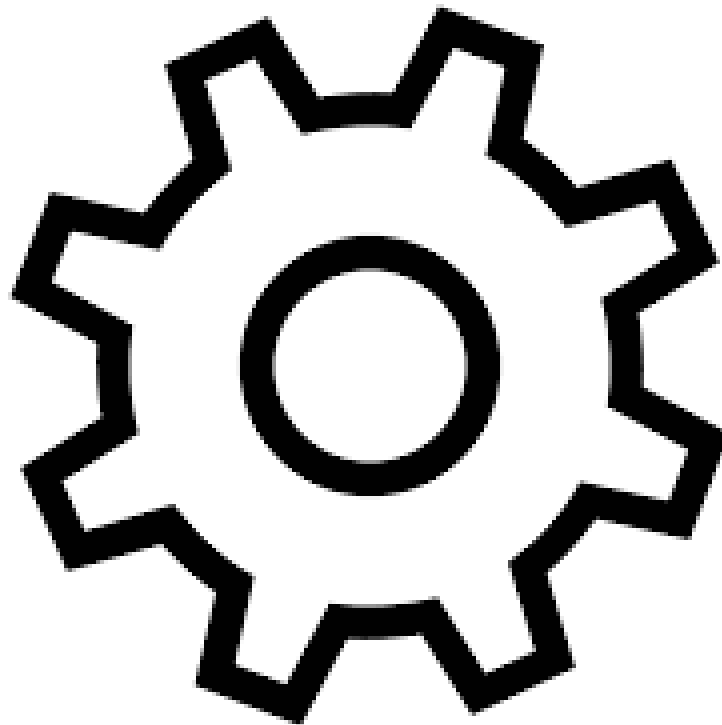


menu. It's usually at the bottom-left corner of the screen.

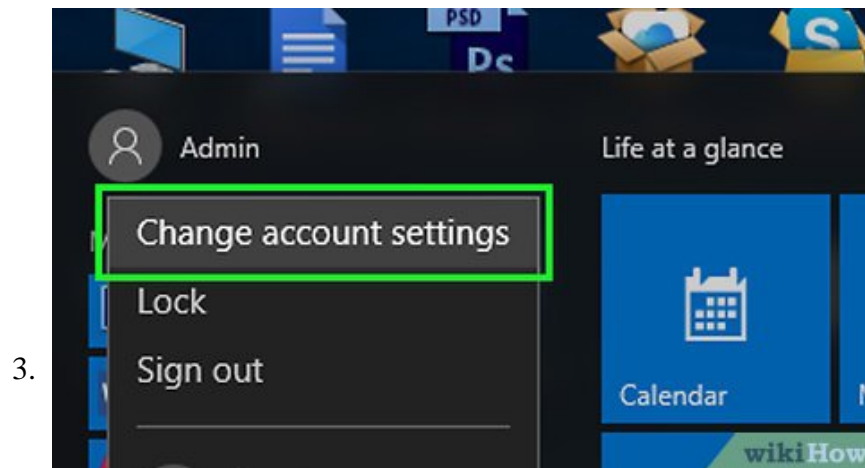


Click your username or photo. It's in the far left column of the Windows menu.

1. If you don't see this, click

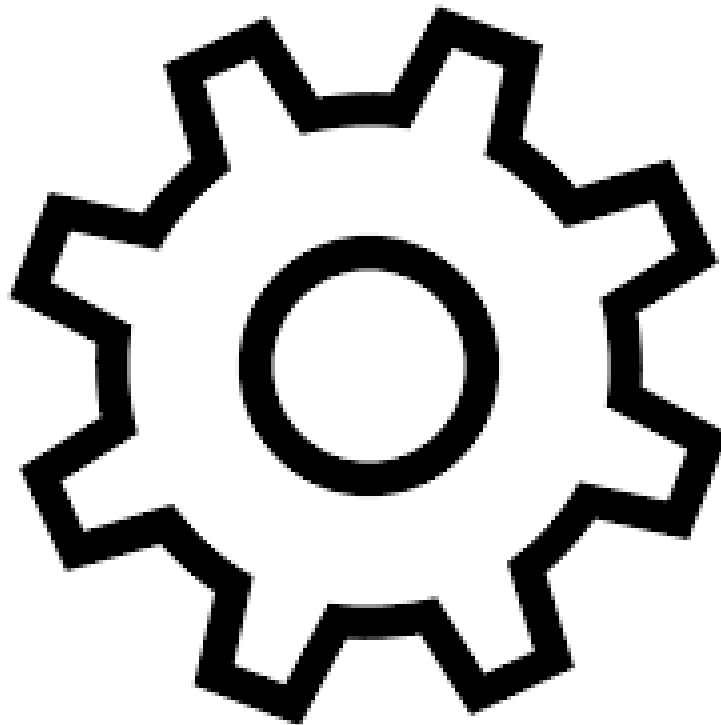


, and then click **Accounts**.

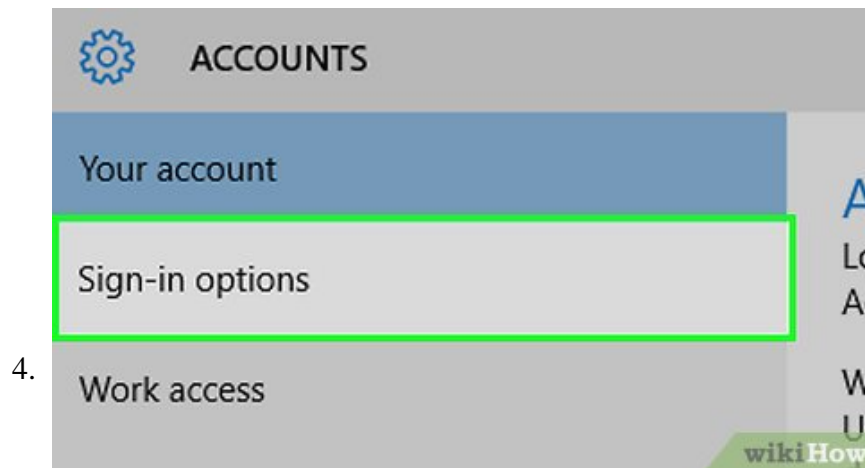


Click **Change account settings**. The Settings window will appear.

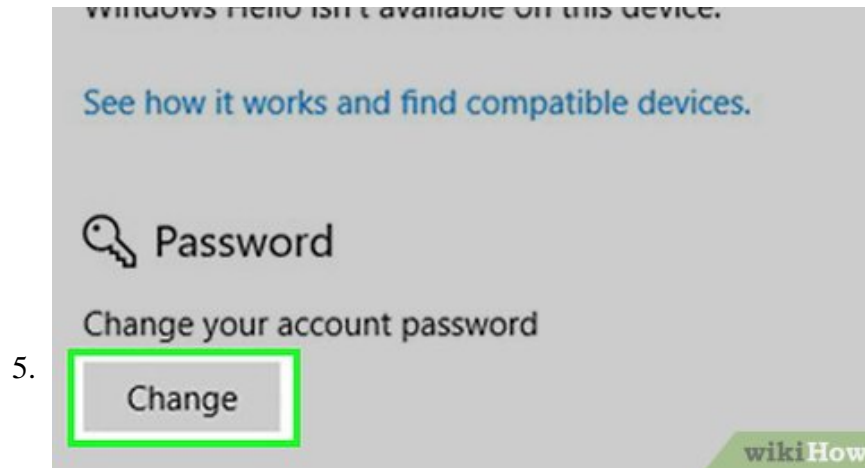
1. If you clicked



in the last step, just skip to the next step.



Click **Sign-in options**. It's in the left column.



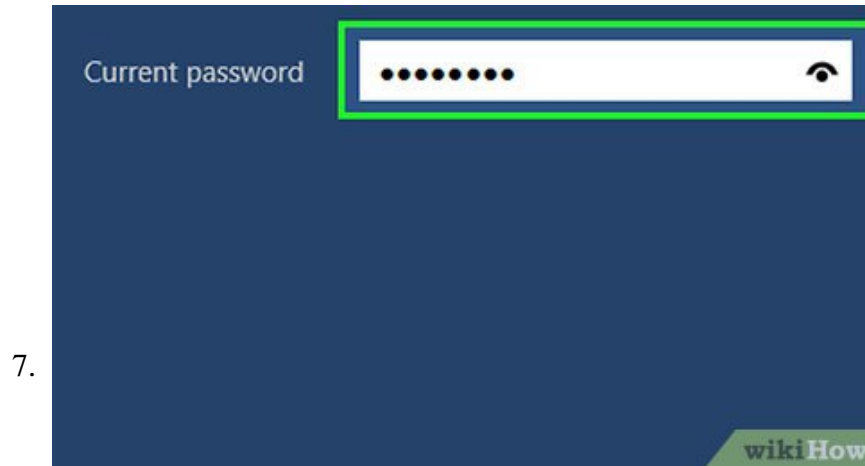
Click under the 'Password' section. This opens a new window that asks you to sign in to your Microsoft account.

1. If you're not signed in with a Microsoft account (rare), you'll see a screen that asks you to enter your current password. Enter it, click **Next**, then follow the on-screen instructions to create a new password.

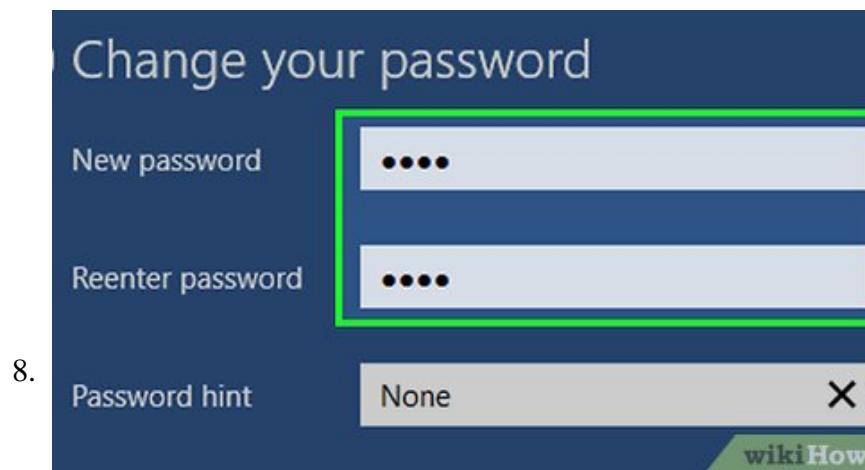


Enter your password and click . You should now see the Change Password screen.

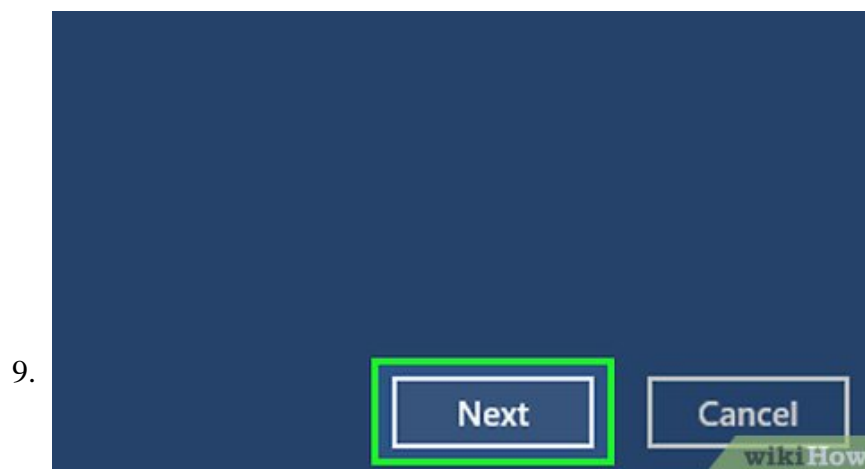
1. If you don't know your password, see this method.
2. You may be prompted to select an email address or phone number to receive an access code. If this happens, follow the on-screen instructions to complete the verification.^[1]



Type your old password into the first blank. This is just to confirm your identity.



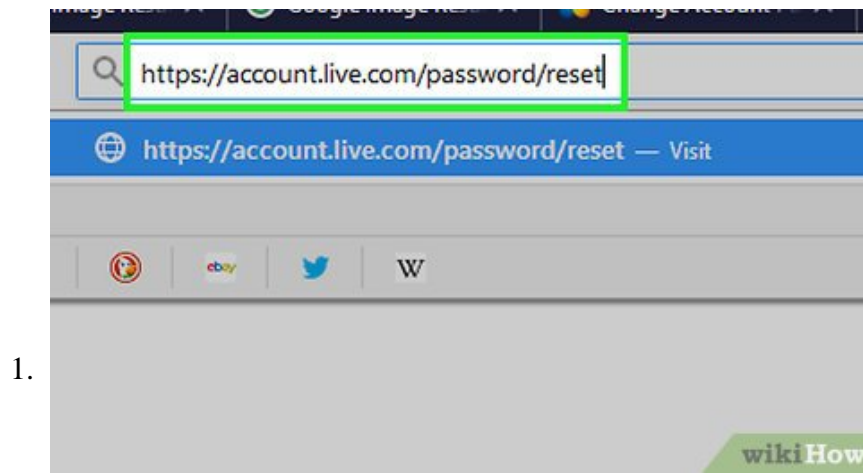
Type your new password into the next two blanks. Make sure you type the password the same both times.



Click **Next**. Your password is now reset.

Method 2 of 3:

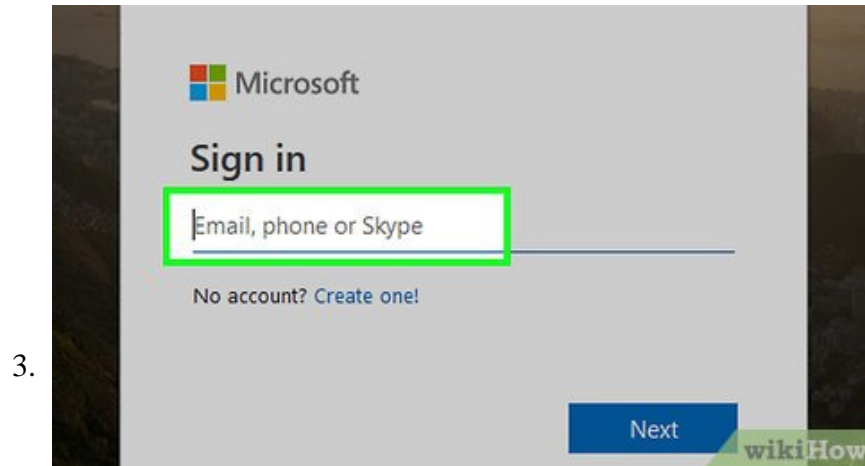
Resetting your Microsoft Password



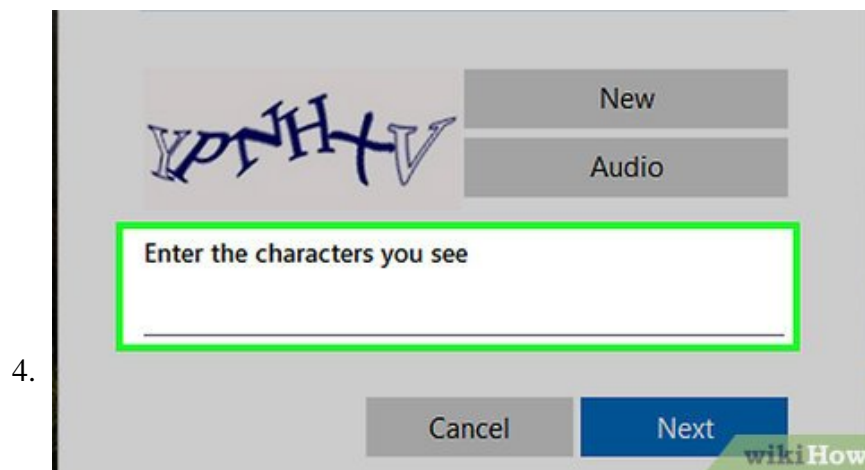
Go to <https://account.live.com/password/reset> in a web browser. If you're locked out of your computer, you can complete this method on another computer.^[2]



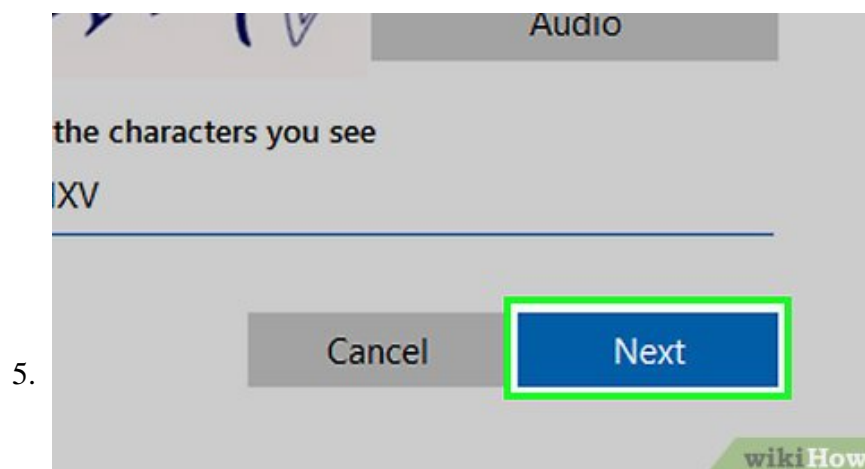
Select 'I forgot my password' and click .



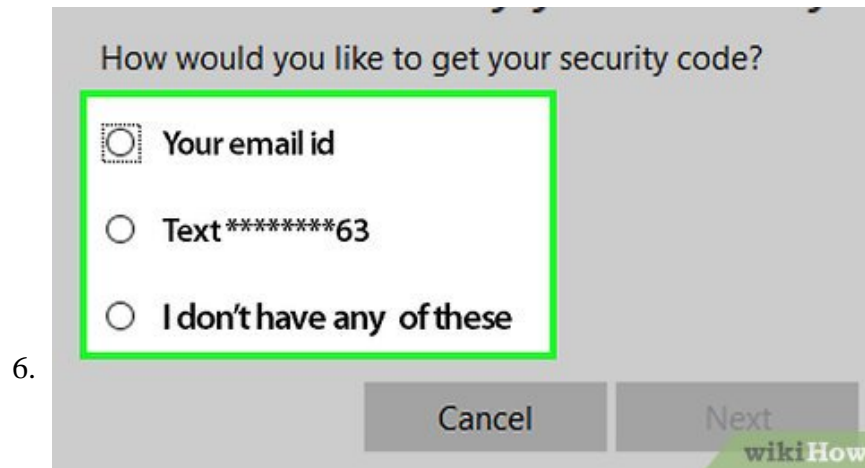
Enter the email address or phone number associated with your Microsoft account.



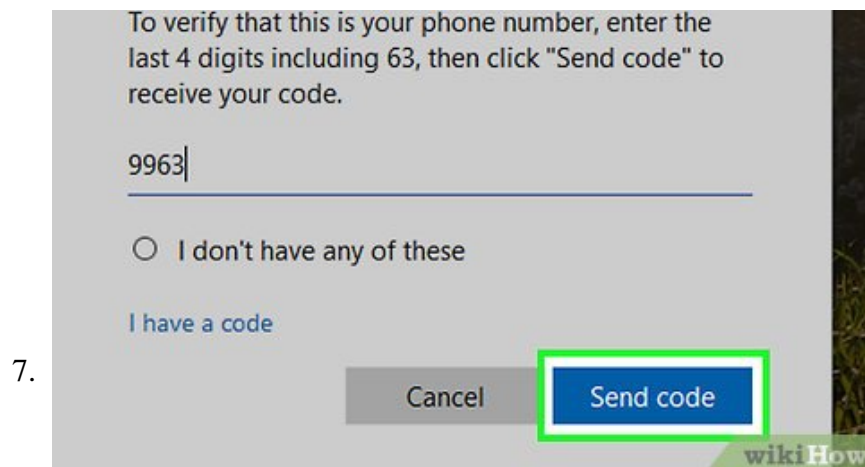
Enter the characters you see on the screen. If you're unable to see them, click **New** for different characters, or **Audio** to hear them aloud.



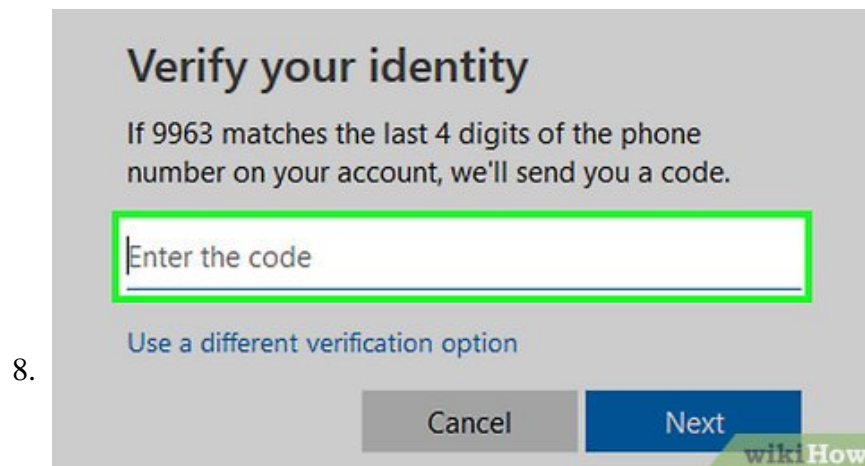
Click **Next**.



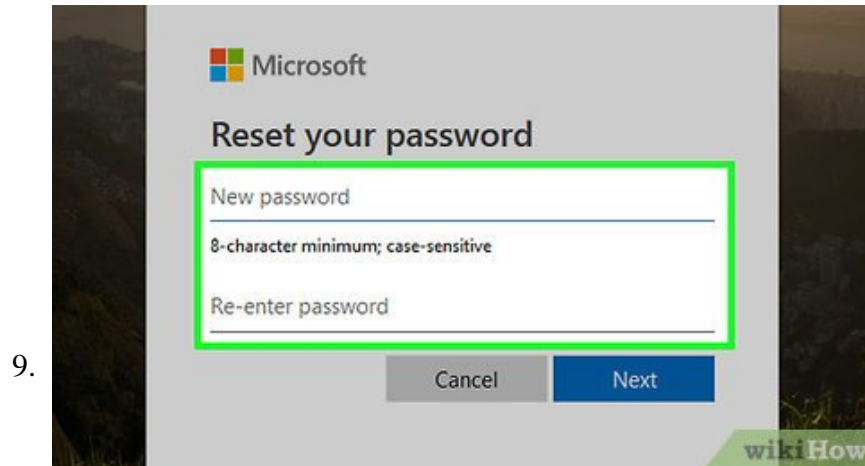
Select a verification method. Microsoft will send a security code to the email or phone number you select from this list. The letters are partially hidden, so you'll need to fill in the blanks when prompted to prove your identity.



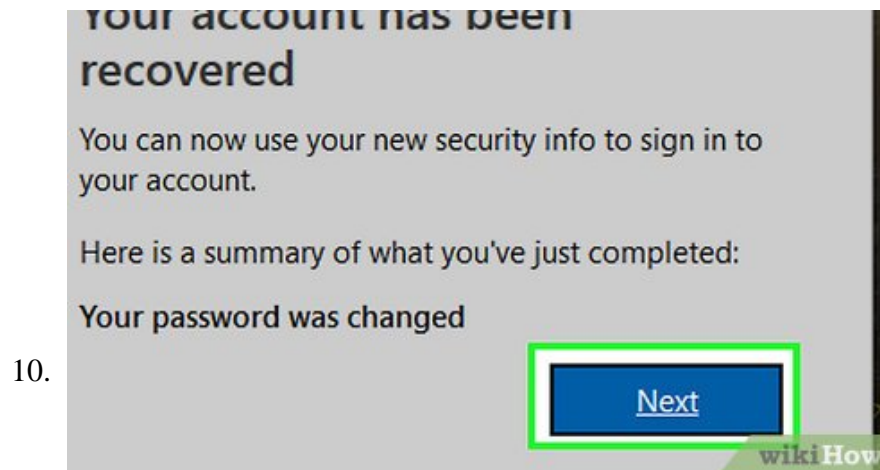
Click . Microsoft will now email or text you a code you'll need to enter on the next screen.



Enter the code and click . Once the code is accepted, you'll see the Reset Password screen.



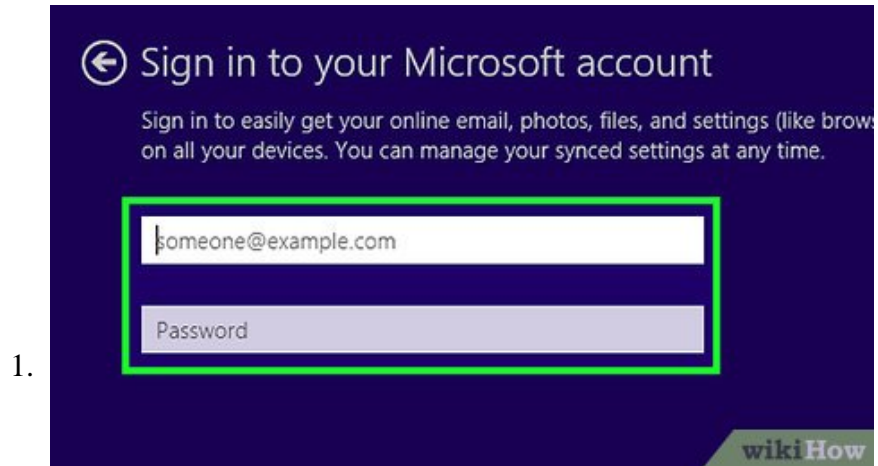
Enter and reenter your new password. Be sure to type the new password exactly the same into both blanks.



Click . Your password is now reset. You can now log back into your computer using your Microsoft account name and password.

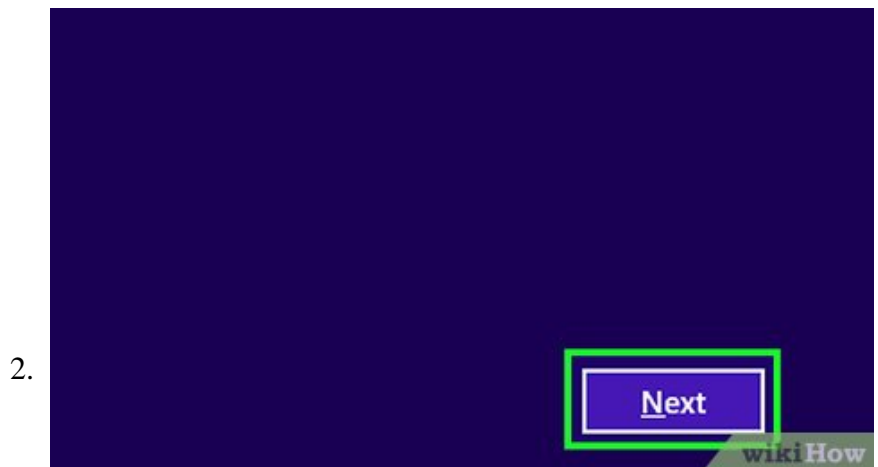
Method 3 of 3:

Resetting a Local Account Password with a Reset Disk

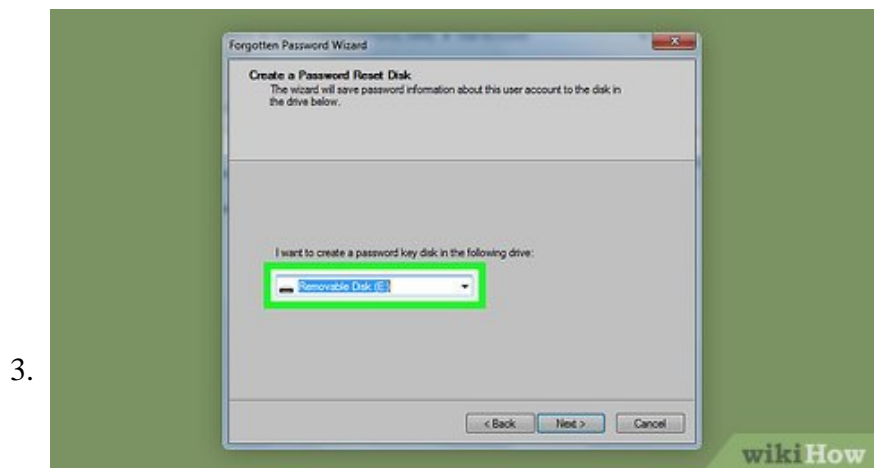


Attempt to sign in to Windows. If you type the password incorrectly, you'll see an error message.^[3]

1. This method will only work if you are not using a Microsoft account to access your computer. You must also have a Password Reset disk or drive.

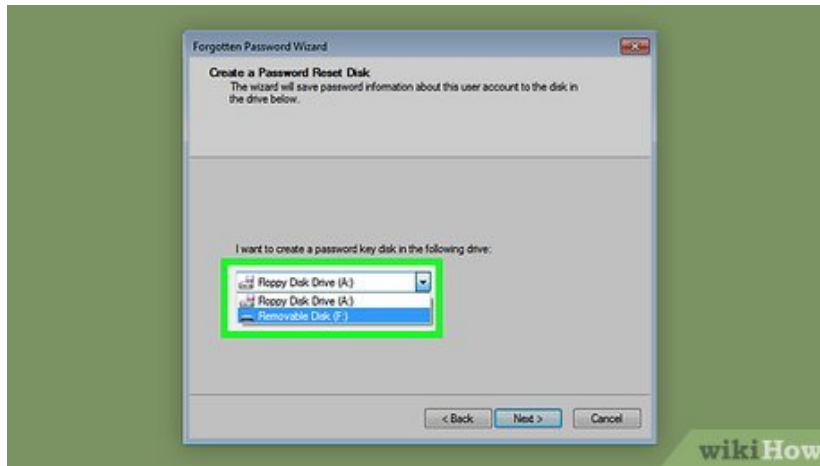


Click **Next**.



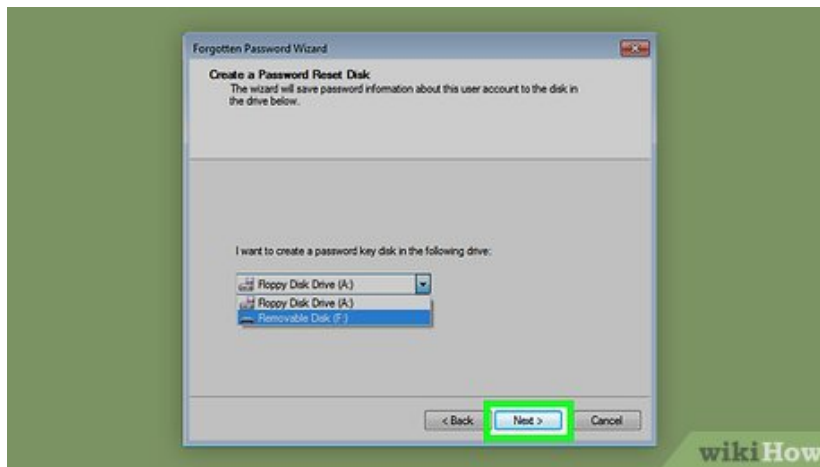
Insert your password disk or drive.

4.



Select the password disk or drive from the drop-down menu. For example, if you inserted a CD or DVD, select your CD or DVD drive.

5.

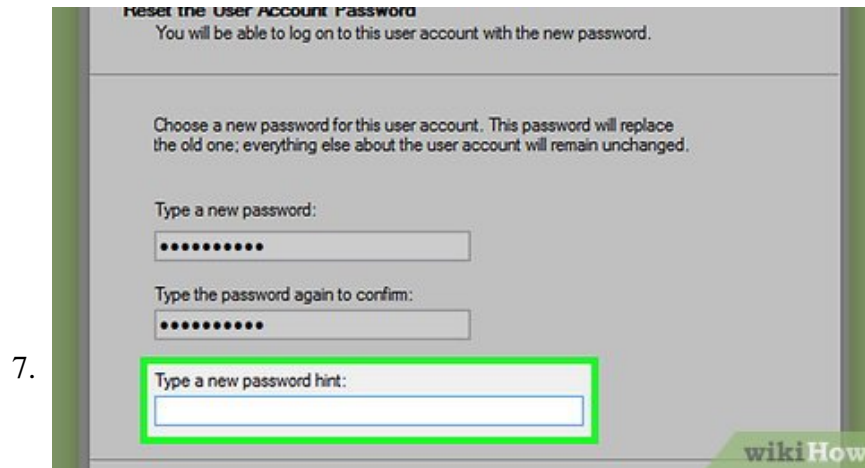


Click **Next**. Windows will now read your password reset disk or drive.

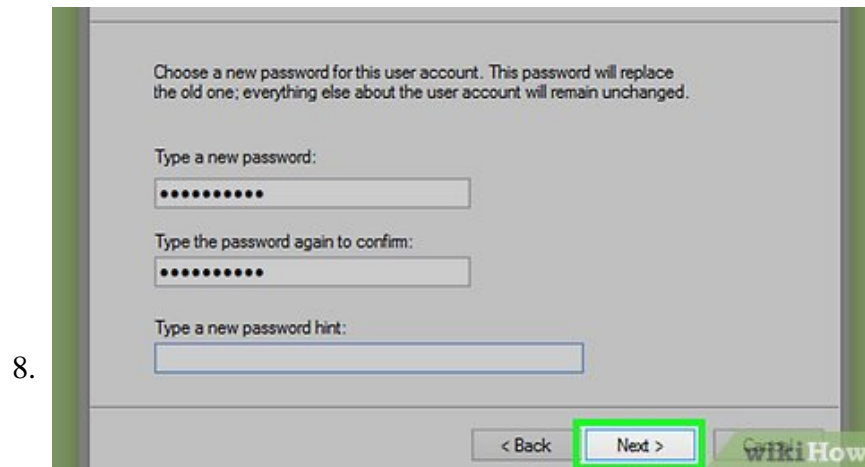
6.



Type and confirm a new password. The new password must be typed the same way into the top 2 blanks.



Type a password hint. This goes into the box at the bottom of the window. Enter something that will jog your memory in case you forget the new password in the future.



Click **Next**.



Click **Finish**. Your password is now reset. You can use your new password to sign back into Windows.

You finished reading the article "**How to Change Your Password on Windows**" edited by the [TipsMake](#) team. We hope this article has provided you with many useful tech tips and tricks. You can search for similar articles on tips and guides. Thank you for reading and for following us regularly.
