

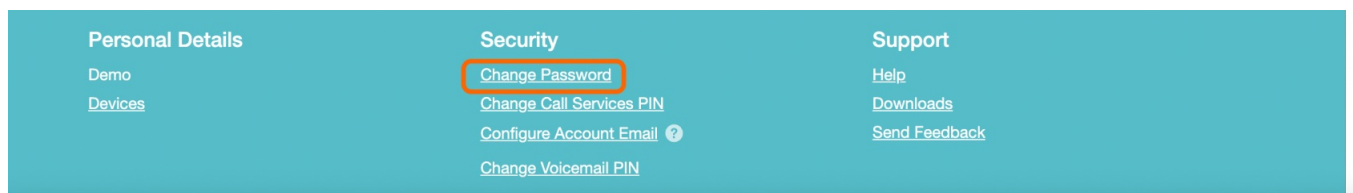
How Do I Change my CommPortal and Pod Connect Password

INFO: Please keep your passwords in a safe place. This password is required to access the CommPortal and is required for both mobile and desktop Pod Connect applications.

You can change your in one of 2 ways, from the [CommPortal](#) and from the **Pod Connect** mobile client. Please note you currently cannot change your password from the desktop client.

To change your current password from the **CommPortal**:

Once logged in the CommPortal scroll down to the bottom of the page and under **Security** click on **Change Password**



Next, in the change password box enter your current password then enter a new password, type the new password again in the **Confirm new password** field.

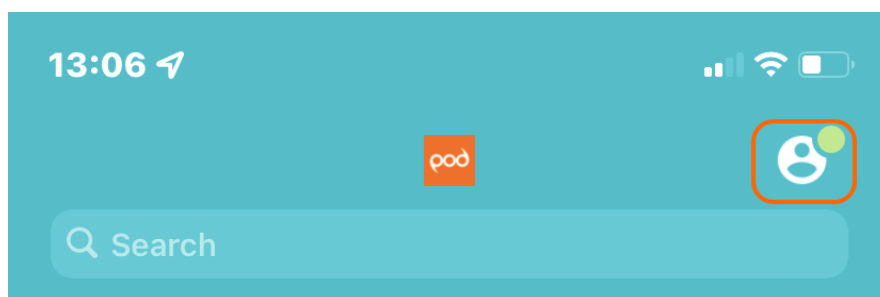
Change Password

A screenshot of the 'Change Password' form. It is enclosed in a white box with an orange border. The form contains three input fields, each with a label and a masked password field (dots): 'Current password:', 'New password:', and 'Confirm new password:'. Below the input fields are two buttons: 'Confirm' (highlighted with an orange border) and 'Cancel'.

Click on **Confirm** once completed. You will receive an e-mail to account e-mail address advising that the password has been changed.

To change your current password from the Pod Connect mobile application:

Open the **Pod Connect** application on your mobile device and login. In the right corner tap on the profile icon.



This opens the **Profile & Settings** page, from here scroll down to **Account Settings** and tap on **Password**

VIDEO CALLS



Send High Res Video



Sending high resolution video on lower quality networks is not recommended.


ACCOUNT SETTINGS



Password

***** >

From here type in your current password then enter a new password, type the new password again in the **Confirm new password** field.

13:14 

Cancel

New Password

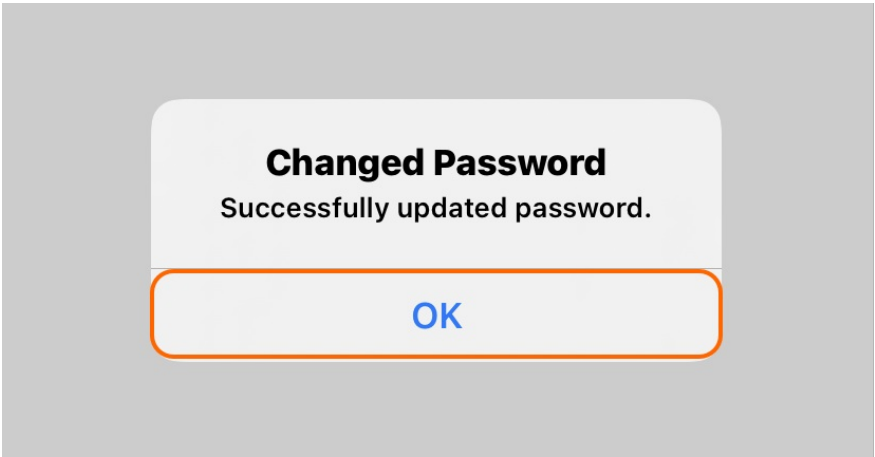
Confirm

Enter Old Password

Enter New Password

Confirm New Password

You should now see a popup advising your password has now been changed. An email will also be sent to the account email to advise that the password has now been changed. Tap **OK** to continue using Pod Connect.



🕒 Revision #3

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