

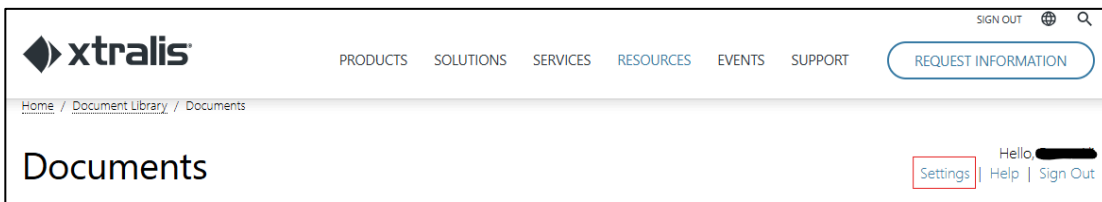
Change and Reset Password on Xtralis Website

While your account information on Xtralis website allows you to update your personal information, access the subscription center, and change your password anytime; the scope of this document explains how to Reset or Change your password. Please note that your account information appears under the Resources page.

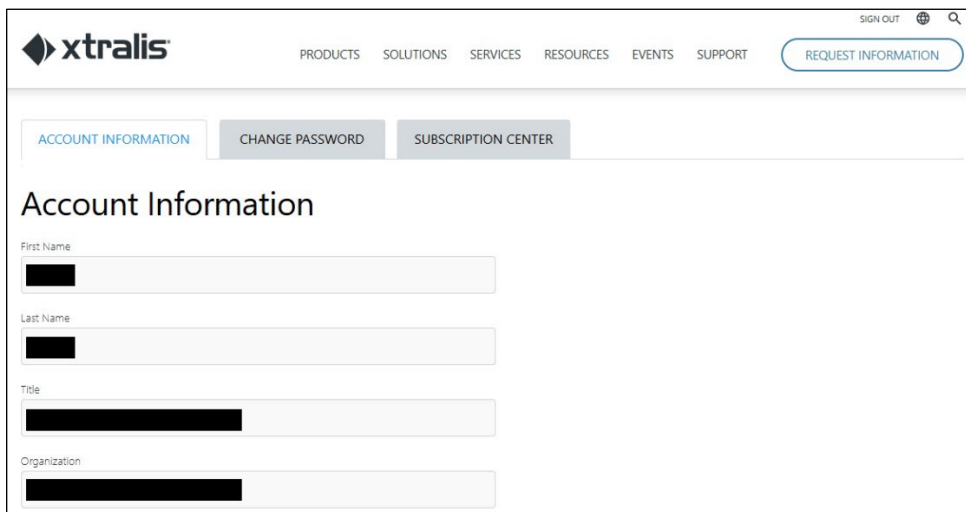
1. Change Password

To change your password on Xtralis website, follow the below steps:

1. Sign in to your account, the **Resource** page appears directly:

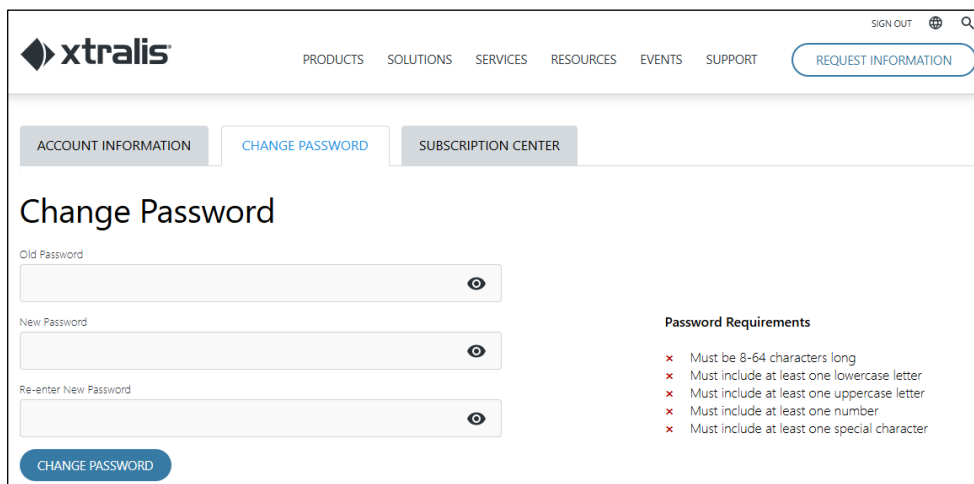


2. Click **Settings**, your account's settings page appears as shown below:



The page contains 3 tabs where you can update your information, change your password and access the subscription center.

3. Click the **Change Password** tab, the page appears as shown below:



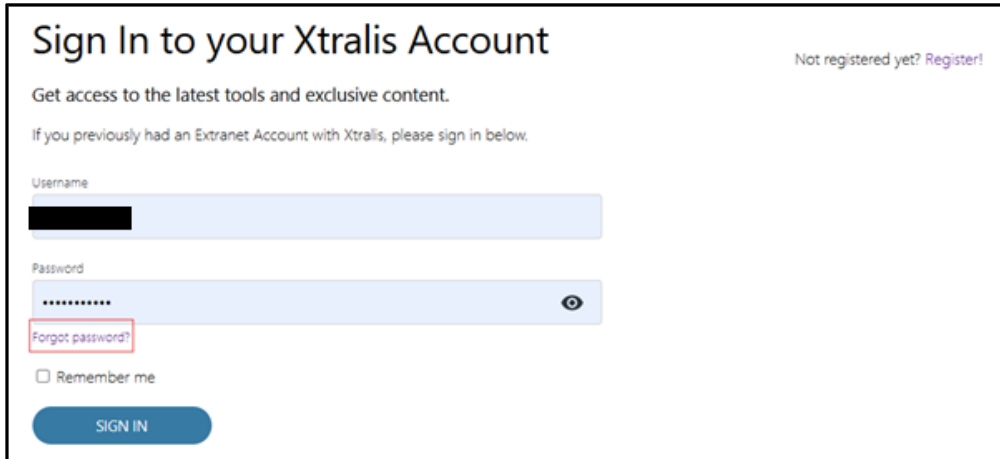
4. Enter your old password.
5. Enter your new password and confirm it, make sure it meets the listed requirements.
6. Click **Change Password**.

You can now use your new password to log in to Xtralis website.

2. Reset Password

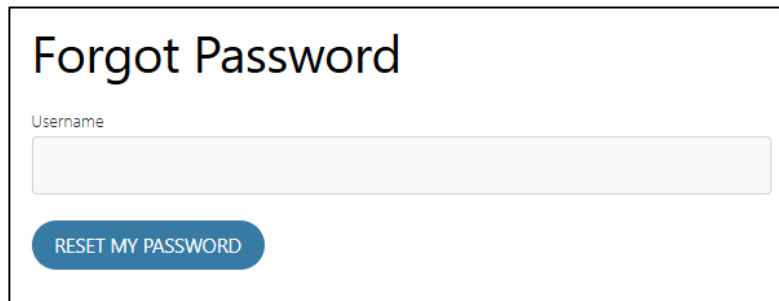
If you forgot your current password and want to reset it, follow the below steps:

1. Go to the Sign In page.



The screenshot shows the 'Sign In to your Xtralis Account' page. It features a header with the title and a link for 'Not registered yet? Register!'. Below the header, there is a sub-header 'Get access to the latest tools and exclusive content.' and a note 'If you previously had an Extranet Account with Xtralis, please sign in below.' The form includes a 'Username' field with a blacked-out input, a 'Password' field with a masked input and a toggle eye icon, a 'Forgot password?' link highlighted with a red box, a 'Remember me' checkbox, and a blue 'SIGN IN' button.

2. Click **Forgot Password**, you will be directed to the **Forgot Password** page.



The screenshot shows the 'Forgot Password' page. It has a large title 'Forgot Password' and a 'Username' label above a text input field. Below the input field is a blue button labeled 'RESET MY PASSWORD'.

3. Enter your username.
4. Click **Reset My Password**. You will receive an email with a randomly generated password.

You can use the newly generated password to log in to Xtralis website. If you want to change the new password, follow the instructions in the previous section.