DataNet Quality Systems Knowledgebase

How do I change a user password in WinSPC?

This procedure is mainly used when a user cannot remember their password and needs a new one created. The administrators account cannot determine what a user's password was, but can change it to a new password. User who knows their password would not need to have an administrator change their password since users are able to change their own password, depending if security settings permit it. NOTE: If you need to reset the Admin user password, contact DataNet Quality Systems Help Desk.

Log in to WinSPC as the Admin user or a user that has Administration permissions to edit user accounts. In the left hand panel of the Admin screen select Users. In the right hand panel of the Admin screen locate the User's account that requires a password change. Right click on the user account and select Properties. Click on the Password tab folder in the User Setup box (see figure). Enter the new password in both the New Password and Confirm New Password fields using the following guidelines. Passwords are case sensitive If a Password Mask is set, then the password must conform to the pre-defined password mask settings. Click on the Change button. If you would like the user to change their password on the next successful login, then click on the check box labeled User must change password at next login. Click on the OK button, and have the user try to login.

https://knowledgebase.winspc.com/questions/173/