

# How to Change Your OET Password on a Windows 7 Computer

## On Campus, Computer Connected to OET Domain:

1. Note: if you are on campus and your computer is connected to the OET domain, press and hold the Ctrl-Alt-Del keys sequentially. A menu will appear with several options. Select the option to **Change a password**.

## On Campus, Computer *is not* Connected to OET Domain:

Note: if you are on campus and your computer is not connected to the OET domain, verify that your computer is on the UDel Secure wireless network or it is connected to the UD network via an Ethernet cable. Follow steps 3-8 for off-campus connections below.

## Off-Campus Computers

2. You must connect to the UD VPN first. Directions for installing and downloading the UD VPN can be found at <http://udeploy.udel.edu>.
3. Click on the start button on the lower left of your screen. Select **All Programs**→**Accessories**. Select **Remote Desktop Connection**.



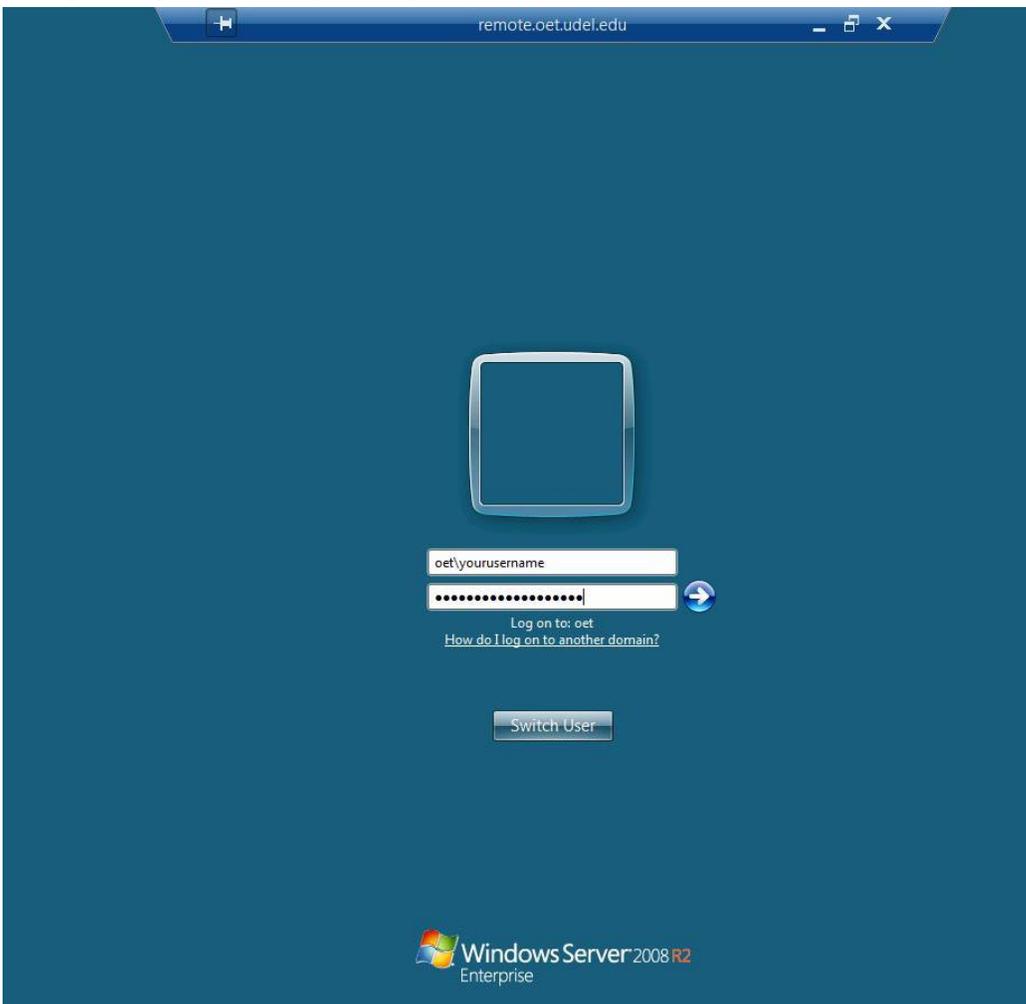
4. In the Remote Desktop Connection window that appears, type the name of the server: **remote.oet.udel.edu**. Click **Connect**.



5. A window will appear that states, "The identity of the remote computer cannot be verified. Do you want to connect anyway?" Click **Yes**.



6. The remote server's login screen will appear. In the "User Name" box, enter **oet\** and the username you were sent by OET staff. In the password box, enter your password. Note: Upon seeing the login screen, if you are given the choice between two users, choose **other user**.



7. After you are logged in, you will be prompted to change your password. After you have entered your new password, log out. Your OET password has been changed.
8. Please contact [oet-help@udel.edu](mailto:oet-help@udel.edu) if you have any questions.