


## 16.1.2 Get a New Password

If you want to change your password, do that in your [User Profile](#).

If you forgot your password, you can get a new one:

1. Click the Forgot Password link on the Login page.  
The Request Password Form page opens.
2. Complete the fields on the page.
3. Click Submit Password Request.



**Request Password Form**

You must have a valid OpenClinica user account to receive a password. Please fill out all the fields in the following form. OpenClinica will use the e-mail address associated with your account to send you the password. If you still have questions, please contact your OpenClinica Administrator for help.

All fields are required.

User Name :

Email:

Password Challenge Question:

Password Challenge Answer:

If you provided the correct information, you will receive an email containing a temporary password, or your Administrator will provide you with a temporary password. Use the temporary password to log in to OpenClinica. You will then be required to reset your temporary password (considered the "old" password) to a new password.

If the information you provided is incorrect, an error message displays. Correct the information and try again or see your Administrator.

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