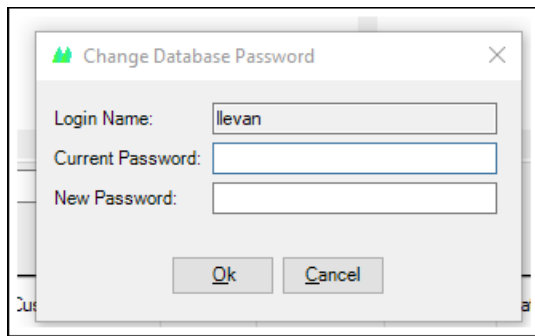


# Tip of the Month

## Change/Recover your Morphis Password

### To change your Morphis password:

1. Log in to the Morphis application.
2. From the Morphis menu, choose → Tools → Change Password.
3. You will need to enter your current password and then a new password. Then click "OK" and the new password will be saved. You will need to log out and log back in to use the new password.



The screenshot shows a standard Windows-style dialog box titled "Change Database Password". It features a close button (X) in the top right corner. The dialog contains three text input fields: "Login Name:" with the text "llevan" entered, "Current Password:", and "New Password:". Below the input fields are two buttons: "Ok" and "Cancel".

Morphis recommends changing your password every 90 days.

### If you have forgotten your Morphis password, you are not able to reset your password.

- Please open a ticket with Morphis, request that your password be reset.
- You can either provide the desired password or one will be created for you.

