

1. Login to the Lockt Software.

Jsern	ame
$^{\circ}$	admin
assw	ord
Ð	
S	ign In

- 2. Enter username (admin) and password (pass). You are now logged into Lockt Software.
- 3. Select Admin password is not secure (highlight in image) to take you to the User page.

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e Manitar Acce	ess Cenfig Admin Back Forward					
<b>1</b>				<b>@</b>		1 issue found.
Switch™	" Bridges	Next Backup	03/23/2021 12:01:00 AM	Active	Web Clients	1
🥑 Your Sv	witch™ Bridge is online.	Last Backup	03/22/2021 12-01-06-6M		Admin password is not secured.	
			KLUS 1500 FRM			
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icon K	Occurred 03/22/2021 04:05-37 PM	Description Socrestid Sgn In	User Admin, Admin (admin)	Source Lockt	Switch <sup>90</sup> Bridge	Location
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4. Select the Admin, Admin user.



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5. Select the Change button next to Password.

+ Expand All   -	Collapse All		
Identity			
Status	Valid		
First Name	Admin	×	
Last Name	Admin	×	
Role	System Administration	Ŧ	
Login			
Username	admin		
Password		Change	
Language	English	-	
Valid From	mm/dd/yyyy		
	00:00	(J)	
	Until Further Notice		
	Disable User		
Additional	Information		
Email	Email	×	

6. Type in new password and confirm the password. The requirements turn green as they are met.

A Identity			
Status	Valid		
First Name	Admin	×	
Last Name	Admin	×	
Role	System Administration	Ŧ	
Login			
Username	admin		
Password			Cancel
	Must be at least 9 characters long.		
	Must contain a lowercase letter.		
	Must contain an uppercase letter.		
	Must contain a number.		
	Must contain a special character.		
Confirm Password			
Language	English	•	
Valid From	mm/dd/yyyy		

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## Change the Admin Password

7. Select the Save button when complete.

Admin Back	Forward Create Save Cancel	Filter	Import	Export PDF	Export All to CSV
∧ Identity					
Status	Valid				
First Name	Admin	×			C
Last Name	Admin	×			
Role	System Administration	Ŧ			
Login					
Username	admin				Update im
Password			Cancel		
	Must be at least 9 characters long.				
	Must contain a lowercase letter.				
	Must contain an uppercase letter.				
	Must contain a number.				
	Must contain a special character.				
Confirm Password					
	F	-			

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