

Agent Portal - Password Security

We recently sent a communication advising all users of our portal that they would need to reset their password before 14th February.

Users should have changed their password to something more secure in the 22 days given to them after the reminder sent on the 16th January, if they do not the process below is shown.

When logging into the Agent Portal **after** the 22 days has passed agents will be instructed to change their password; when they come to login to the portal as usual they will be stopped and required to change their password to something that meets the new criteria.

The following screenshots demonstrate the full process for resetting your password:

A screenshot of the 'e:vision Dev' login page. At the top left is the University of York logo. Below it is a dark header with 'e:vision Dev' in white. A breadcrumb trail shows 'Home'. The main content area is split into two columns. The left column contains a login form with 'Username' and 'Password' fields, a 'Log in' button, and a link for 'Forgotten your password?'. The right column has a 'Stay Secure' heading, a warning about phishing, and instructions on secure URL formats and browser security.

e:vision Dev

Home > e:vision > Home

Stay Secure

Be wary of any program or web page that asks you for your username and password.

University web pages that ask you for your username and password will generally begin with "https://shib.york.ac.uk/" or "https://www.york.ac.uk/".

Remember to close your web browser after using any secure services, especially if you are using a shared or public computer.

Username

Password

Log in

[Forgotten your password?](#)

Once you have entered your **Username** and **Password** you will be taken to the **Change password** page shown below:

Please remember to include **lowercase** and **uppercase** characters as well as **numbers** and **special characters** to increase the strength of your password.

Use the fields below to change/confirm your password.

New Password

15-12 characters

Too short

Confirm Password[Go](#)

You will now be required to create a new password which will include uppercase letters, lowercase letters, numbers and special characters. The password length has also been increased up to 50 characters. Once you have entered your new password in both fields click the **Go** button and you will be taken to the Agent Portal dashboard.