US DISTRICT COURT NORTHERN DISTRICT OF OKLAHOMA

eVOUCHER: ATTORNEY

MY PROFILE

CHANGE/FORGOT PASSWORD

Rules for Use

You are required to change your password within 30 days of the first time you log in to eVoucher and every six months thereafter. Passwords must be at least eight characters in length and contain the following:

- One lowercase character
- One uppercase character
- One number
- One special character

Instructions

1. Near the top of your Home Page, click **My Profile**. (A link is also located under the Help menu.)
2. From your My Profile page, click **Edit** to the right of the Login Info.
3. To change your Username, type the new Username and click **Change**.
4. To reset your password, click **Reset**. The screen will change to allow you to enter and confirm the new password. Click **Reset**.

Revision History

Date	Description
12/15	Original Version