Jackrabbit User ID Passwords

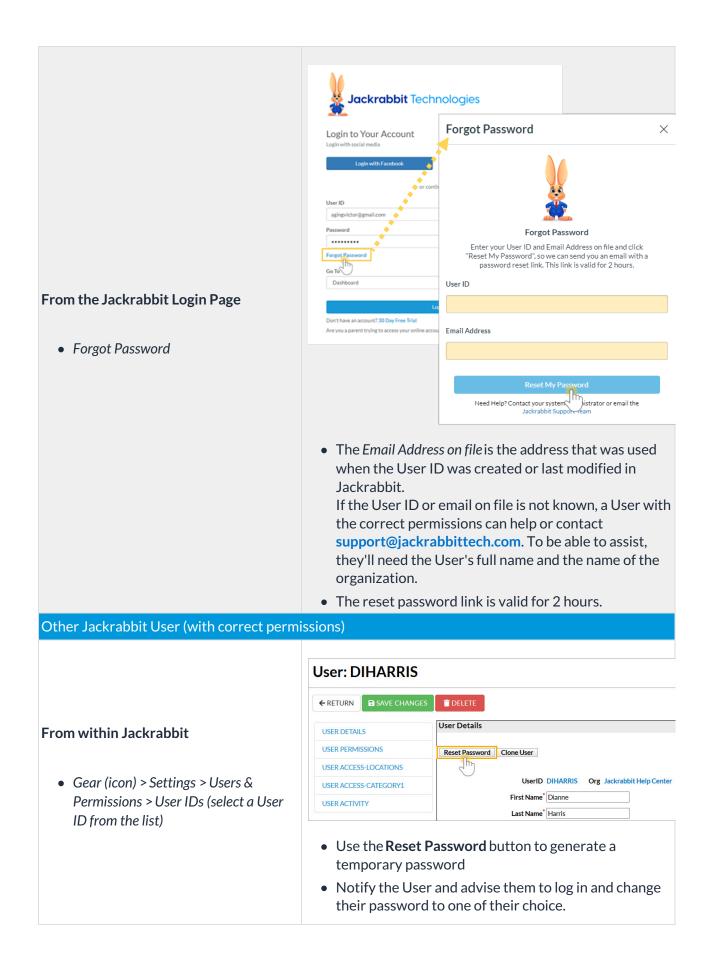
Jackrabbit User ID passwords are case-sensitive and must contain at least:

- 9 characters
- 1 lowercase
- 1 uppercase
- 1 number

Things happen, passwords may need to be changed or they can be forgotten.

There are several ways a Jackrabbit User ID password can be managed, either by the User themselves or by another Jackrabbit User who has been given the required permissions, *Users & Permissions (Gear icon > Settings)*. Learn more about User Permissions.

Jackrabbit Designated User	
When the User is logged into Jackrabbit • Gear (icon) > Account > Change Password	Change Password Old Password* New Password* Password must contain: × 9 characters × 1 lowercase × 1 uppercase × 1 number Re-enter Password* Save Cancel





For the security of your data, the Jackrabbit system will block a User ID's access to your database after three failed login attempts and change the User ID status to **Locked Out**. Only a User with both permissions "Manage Users & Permissions" and "Edit User Permissions" can change the status back to **Normal. Learn more about User ID Login Status**