

# CVM Network Passwords

When changing passwords, be sure to select one that is at least 10 characters in length using 5 different characters from 3 of the following types: uppercase, lowercase, numbers, special characters (~!@#\$\$%^, etc.). Your new password may also be rejected if it contains part of your name, username, or any known word.

## CVM Microsoft Network / Intranet / E-Mail

### To change the password:

- If you are logged into a computer at VetMed, simultaneously press the CTRL – ALT – DEL keys on the keyboard. Then Click “Change A Password”. Make sure your username says ADS\username (where username is your CVM issued username), then type in your current password and your new password in the respective fields.
- If you are NOT logged into the VetMed network, you can also change this password through your webmail account. To do this log into <https://webmail.vet.k-state.edu>. Then click on options in the top right corner of the window. Click on “Change your Password” on the right side of the next window. Next you will type in your old password and your new password in the respective fields.

**What it is used for** –This password is your main password to access the files, printers, and e-mail here at the KSUCVM campus. Students will use this password to log into their tablets. You use this password when you log into the intranet from <http://www.vet.k-state.edu>. From this website you can click on “Intranet Access”. You will then put in your username and password here and this will give you access to information on our private web space. For students with tablets, you will also use this password to log in when you are using your tablet away from the Vet School.

## K-State eID

**To set up this account or change its password** – please go to: <http://eid.k-state.edu>. Log in to change your password.

**What it is used for** – You will use your eID for anything on K-State’s main campus (Enrollment, K-State Online, etc.). K-State’s main campus has a separate e-mail system that is used to disseminate official campus information. You can choose to forward that e-mail to your Exchange account if you would like. When you are logged into the eID website, there will be an option to forward mail. Many professors use K-State online to post grades, or they may use it for class material and quizzes. K-State online will use your eID. You will also need your eID to log into any private websites that KState’s main campus may have, or to access any resources if you are ever on K-State’s main campus. If you tell us you are having problems with your eID we will refer you to someone on Main Campus who can assist you.

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When changing your passwords please remember that you may need to change the e-mail passwords on devices such as phones or laptops that you may use to check e-mail. If you fail to change the e-mail password on all devices at the time you change your password on the campus system your devices may lock your account as they attempt to connect with the incorrect passwords.

Campus wireless uses your eid to connect now too, so any device that connects to a main campus wireless access point will have to re-connect after every password change using the settings here: <http://wireless.k-state.edu/connect/>

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