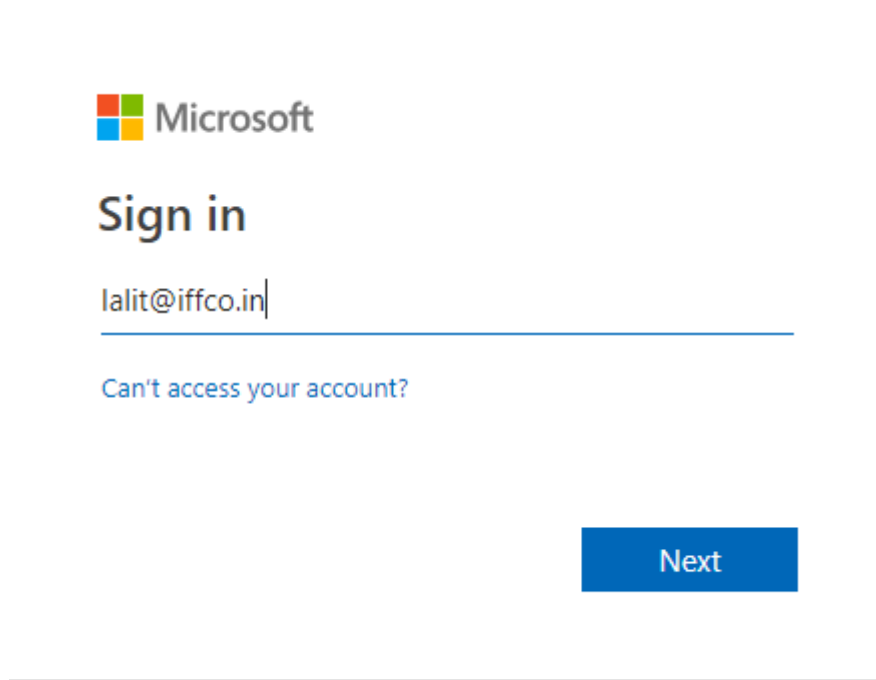


# Change Password Office365

1. Browse to Office 365 <https://outlook.office365.com/>
2. Sign in using your username and password



Microsoft

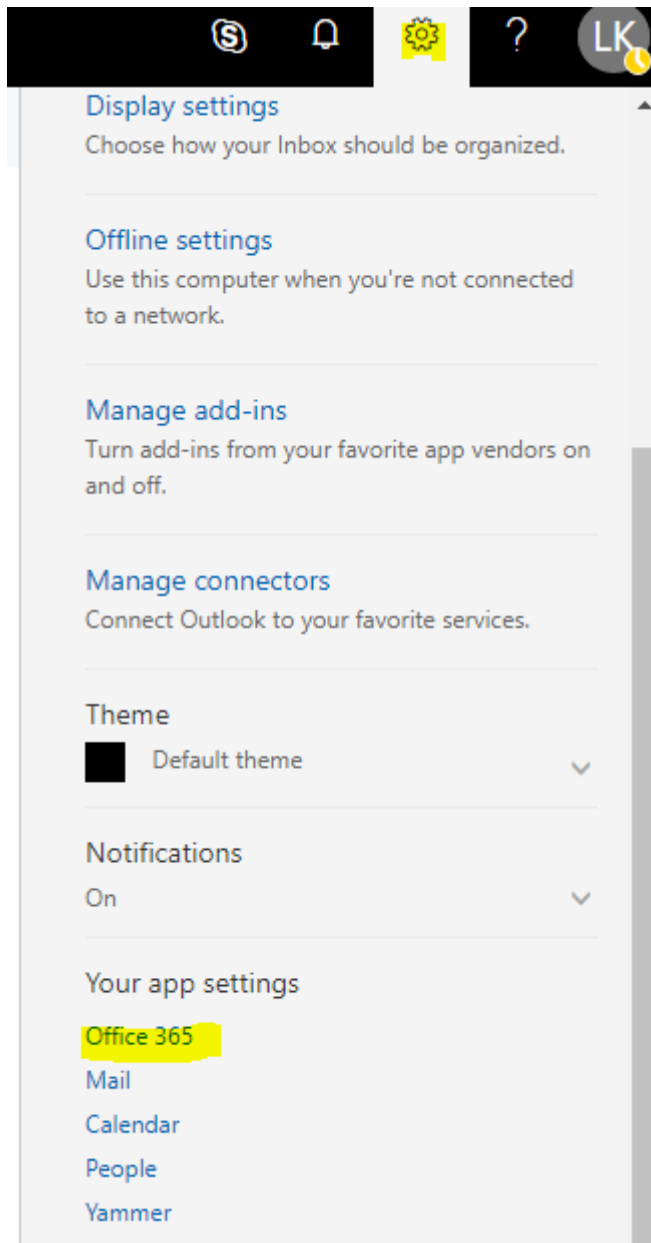
Sign in

lalit@iffco.in

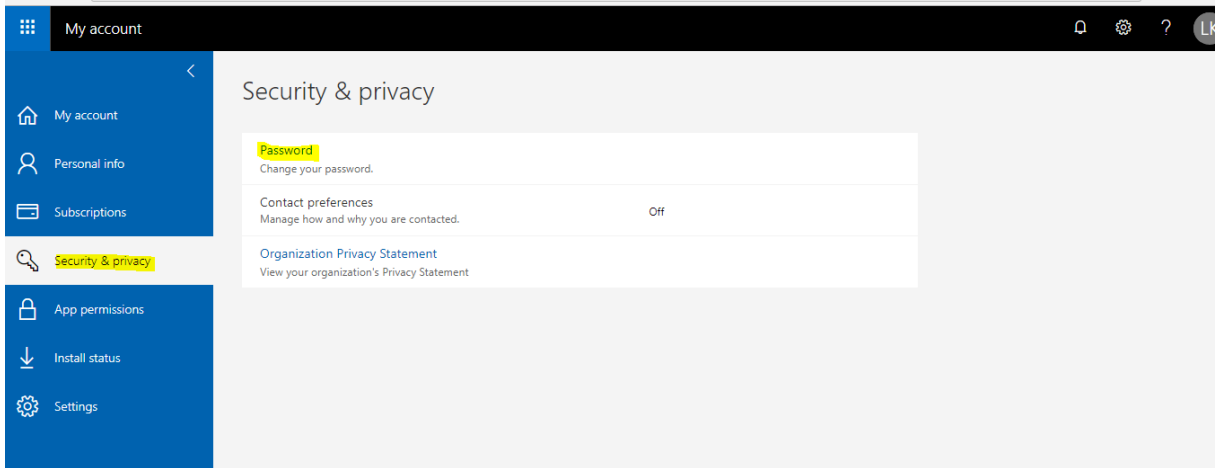
[Can't access your account?](#)

Next

3. Select **Settings** ⚙ > **Office 365** >> **Change password**



4. Browse to Security and Privacy >> Password



5. Enter your old and new password to change >>  
click on submit



## change password

Strong password required. Enter 8-16 characters. Do not include common words or names. Combine uppercase letters, lowercase letters, numbers and symbols.

User ID  
iffcoadmin@iffcodelhi.onmicrosoft.com

Old password  
.....

Create new password  
.....  
strong

Confirm new password  
.....

submit cancel