Using the CDU Self Service Reset Password Management System (SSRPM)

The CDU Department of Information Technology provides this system to assist all CDU users in maintaining access to their university-related content. The system allows you to do the following:

- **Enroll in the system:** To do this, you must have a valid CDU user name and password. When enrolling, you will create and answer three security questions. It’s important that you select answers that you can remember, or write the answers down. The answers are CASE SENSITIVE!

- **Reset your password:** CDU passwords MUST be changed every six months. You will receive an email warning you that you must change it. Use the SSRPM to change your password at any time. You will have to answer the security questions, and then create a new password. You can’t use this if you haven’t already enrolled in the SSRPM. A handout with more detailed instructions is available on the Library FAQs page on the library’s home page (http://library.cdrewu.edu).

- **Unlock your account:** If you use the wrong password three times, your account will be locked for about 30 minutes. The SSRPM will ask you the security questions and unlock your account. You can’t use this if you haven’t already enrolled in the SSRPM.

Getting to the SSRPM

Go directly:  [https://psswrd.cdrewu.edu](https://psswrd.cdrewu.edu)

Use the CDU home page:  [http://www.cdrewu.edu](http://www.cdrewu.edu)

CLICK on “Students” in upper right corner. Scroll down the page to the “Password” link and click. Find the link to “Password Manager” and click.
ACCESSING PASSWORD MANAGER

1. From the CDU Homepage, hover over the “About” link and select Information Technology from the “About CDU” column:

2. From the Information Technology page, select “Password Manager” (URL: https://psswrд.cdrewu.edu/)
3. Once you are on the Password Manager page, direct the student to select Forgot Password or Change Password depending on whether they cannot remember the password or they need to update their password:

4. Students need to log in with their username (first and last name) and follow the directions. If you forgot your password, you must answer six security questions that you selected when you enrolled.