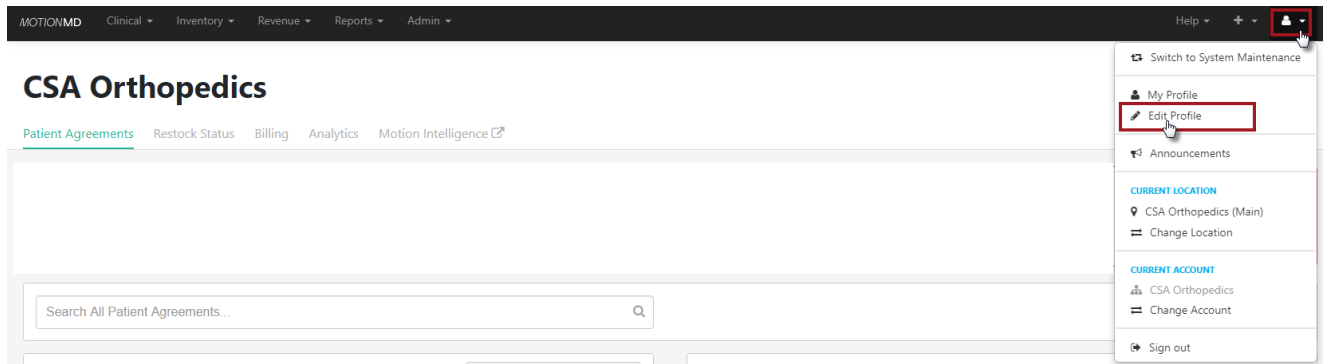


UPDATING AN EXPIRING PASSWORD

MotionMD users will receive notification when their password is about to expire. An initial email reminder will be sent seven days prior to the password expiring. If the password is not updated within those 7 days, a second reminder email will be sent one day prior to the password expiring.

To update an expiring password, go to the Profile Icon on the top right side of the page and select Edit Profile.



Select the Login tab under the Change Password section and input a new password and Save Changes

The screenshot shows the 'Login' tab selected in the user settings. The 'Login Information' section includes fields for 'Email Address' (filled with 'djo@yahoo.com') and 'Username'. Below this is a note: 'Username must have minimum of 6 alphanumeric characters. No special characters (@#!%^&) are allowed.' The 'Change Password' section has three input fields: 'New Password', 'Confirm Password' (with the label 'Retype your new Password'), and 'Existing Password'. At the bottom, there are two buttons: 'Save Changes' (highlighted with a red box) and 'Cancel'.