How to update your user profile password on cpsboard.org


2. Log into your profile.
   - Click Login in the top menu bar and follow prompts.
      - REMEMBER: This is the username and password that you just set up and is different from the username and password for your Safe Kids Certification account.
      - Once you are logged into your profile, a “Howdy, [your name]” will appear in the top right-hand corner.

3. Click on “Howdy, [your name].”
   - This will take you to your Profile page.

4. Scroll down to the Account Management section.
5. Click on Generate Password.

- Delete suggested password.
- Enter your new password.

6. Click on Update Profile at bottom of page.

- Your password is now updated.

Questions? E-mail secretariat@cpsboard.org.