How to update your user account password on cpsboard.org


2. Log into your cpsboard.org user account.
   - 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 profile.
   - Once you are logged into your cpsboard.org user account, a “Howdy, [your name]” will appear in the top right-hand corner.

3. Click on “Howdy, [your name]” in the top right-hand corner to go to your cpsboard.org user account 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? Email secretariat@cpsboard.org.