

Reset Password in the SkilledTradesBC Portal

<p>Click on My Profile</p>	
<p>Click on Edit Profile.</p>	
<p>Click on Change Password.</p>	

SKILLEDTRADESBC - QUICK GUIDE

Enter the old password, create a new password, and confirm the password.

Click on **Change Password**.

The screenshot displays the SKILLEDTRADESBC user interface. On the left is a dark teal navigation sidebar with the following menu items: My Profile, My Apprenticeship, Notifications, My Organizations, Work Based Training, My Activities (with a red notification icon), My Registration, Guides & Resources, and Sign out. The main content area is titled 'CHANGE PASSWORD' and shows the user's name 'Bob Smith'. Below the name are two links: 'My Profile' and 'Change password'. The 'Change password' link is highlighted. To the right, a form is enclosed in a red border. The form contains the following fields: 'Email' with the value 'newportvillage12@gmail.com', '* Old password' with the placeholder 'Old password', '* New password' with the placeholder 'New password' and a 'Weak' indicator, and '* Confirm password' with the placeholder 'Confirm password'. A yellow 'CHANGE PASSWORD' button is located at the bottom of the form.

Password Rules:

Must be at least 8 characters long.

Must be a combination of upper-case, lower-case letters, digits, special characters (e.g.! # %...) (At least 3 out of 4 categories).

Must not contain First and Last name, Email Address and Date of Birth.

Password should not contain SkilledTradesBC ID.

Cannot set up a password that has been used in the past