Home > Renewing Credentials

# Renewing Credentials [1]

### May 11, 2021 by Sarju Khadka [2]

Have you recently changed your network password? A recently changed password can cause your scheduled financial reports to stop working. So if you've changed your password, make sure to also renew your credentials in CU-Data production.

## To renew your Credentials, follow the steps below:

- Click the user icon in the top right of the CU-Data page
- Click My preferences
- Select the Personal tab
- Click Advanced
- Click the Renew link, to the right of Credentials
- Enter your user name and password
- Click OK

#### Send email when Published:

Yes

Source URL: https://www.cu.edu/blog/m-fin/renewing-credentials

#### Links

[1] https://www.cu.edu/blog/m-fin/renewing-credentials [2] https://www.cu.edu/blog/m-fin/author/1855