There are three operations that can be performed through PWM. These are:

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**CHANGE PASSWORD**

2. Enter the DomainName\UserName.

3. Enter the Password.
4. Click on ‘Sign In’.
5. User will be redirected to the Change Password Page.
6. Enter the ‘Old Password’

7. Enter the ‘New Password’ (Passwords must be at least of 8 characters and contain at least 1 uppercase character, 1 number, 1 special character).
8. Re-enter the new password ‘Confirm Password’.

9. Click on ‘Change Password’ button.

10. A message appears “User Password Changed Successfully!!”.
FORGET PASSWORD

1. Open the PWM link https://ssp.accentureanalytics.com/pwm/#/. The PWM Login page will open.
2. Click on ‘Forget Password’.

Click on “Forgot Password” button
3. ‘Forgot Password’ page will open.

4. Enter the DomainName\UserName.

5. Click on ‘Generate OTP’ button.
6. A message will appear as “Generated OTP has been successfully sent to [UserName Email ID]. Please check.”
7. **OTP will be sent in the User’s Email ID.**

8. **Enter the OTP received in the Email.**
9. If OTP is not received yet, click on the ‘RESEND’ button.

10. A message will appear as “Generated OTP has been successfully sent to [User Email ID]. Please check.”
11. Click on the ‘Proceed’ button.

12. User will be redirected to New Password page.
13. Enter the New Password (Passwords must be at least of 8 characters and contain at least 1 uppercase character, 1 number, 1 special character).

14. Re-enter the new password ‘Confirm Password’.

15. Click on the ‘Reset Password’ button.
16. A message appears as “User Password Reset Successfully!!”.

**FIRST TIME LOGIN**

2. Click on ‘First Time Login’.
3. User will be redirected to the ‘First Time User’ page.

4. Enter the DomainName\UserName.

5. Click on ‘Generate OTP’ button.
6. A message will appear as “Generated OTP has been successfully sent to [User Email ID]. Please check.”

7. OTP will be sent in the User’s Email ID.

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8. Enter the OTP sent in the mail.

9. Click on the ‘RESEND’ button if OTP is not received by the User yet.
10. A message will appear as “Generated OTP has been successfully sent to [User Email ID]. Please check.”

11. Click on the ‘Proceed’ button.
12. User will be redirected to the New Password page.

![Screenshot of the New Password page](image)

17. Enter the ‘New Password’ (Passwords must be at least of 8 characters and contain at least 1 uppercase character, 1 number, 1 special character).

![Screenshot of entering the New Password](image)

Enter the “New Password” here.
13. Re-enter the new password ‘Confirm Password’.
14. Click on the ‘Reset Password’ button.

15. A message will appear as “User Password Reset Successfully!!”