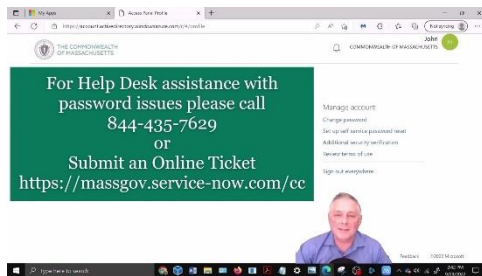# How to Change Your State Login Password for AppStream

John Hampe – Metro North Career Centers
9/26/2022

This tutorial will guide you through the process of changing your AppStream State login password through both the 90-day password policy reset process and through staff impromptu password changes. A corresponding video tutorial to this job aid can be found at the YouTube link below.

[How to Change your Password for AppStream](www.youtube.com)

www.youtube.com

1. In this instance the 90-day password reset policy will initiate upon sign-in, please login to your State AppStream account https://myapps.microsoft.com As always, if you are already using a local Career Center 365 account on either of those browsers listed above, please use the other supported browser not in use, for this State process. Both local and State 365 accounts should ideally be in separate browser environments.

2. After 90 days you will receive a notification to "Update your Password". Please enter in your current password and then your new password meeting complexity requirements of 8 characters, upper case, lower case, number, and a character. Also make sure the password is uniquely different from the last one, as history requirements will notify you if it is too similar to the last. Click "Sign in" when ready.

THE COMMONWEALTH
OF MASSACHUSETTS

jhampe@detma.org

Update your password

You need to update your password because this is the first time you are signing in, or because your password has expired.
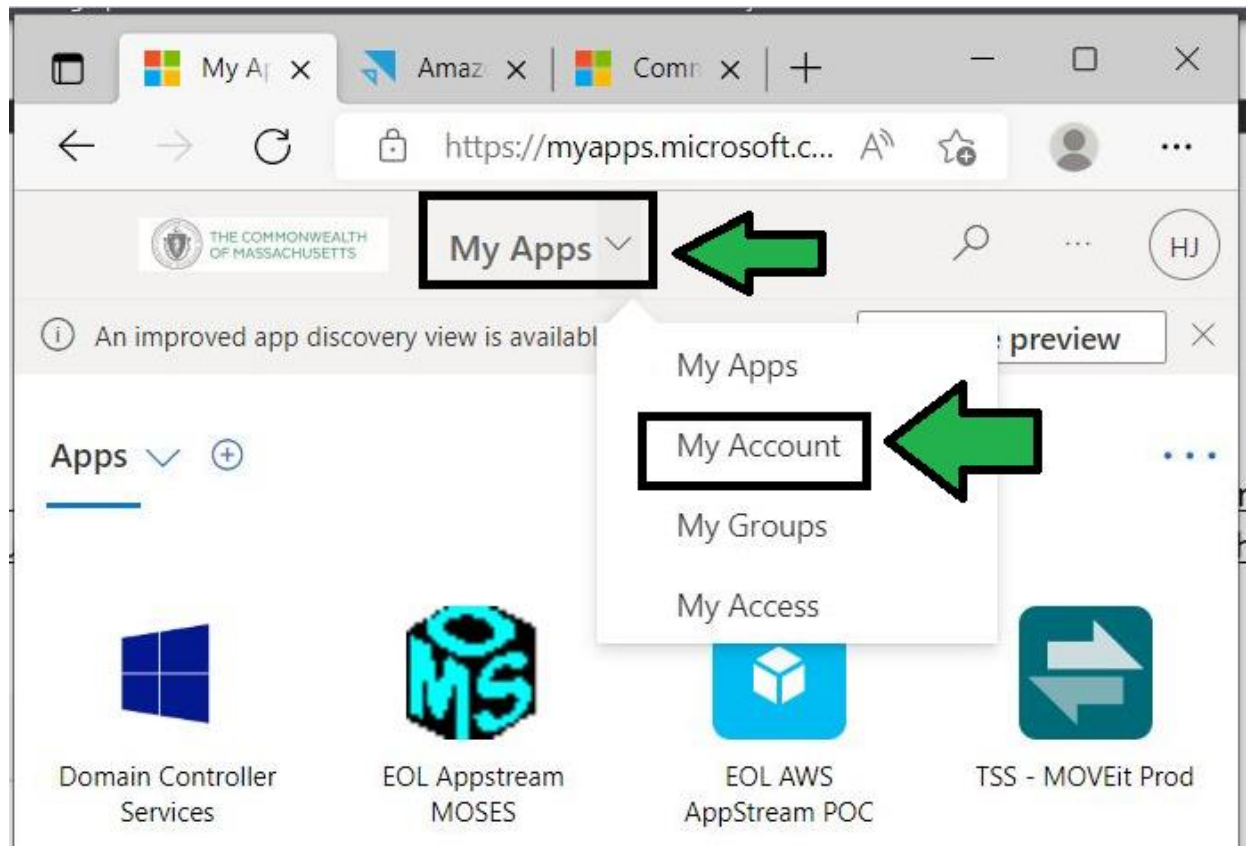
Current password   ******** ⬅

New password   ******** ⬅

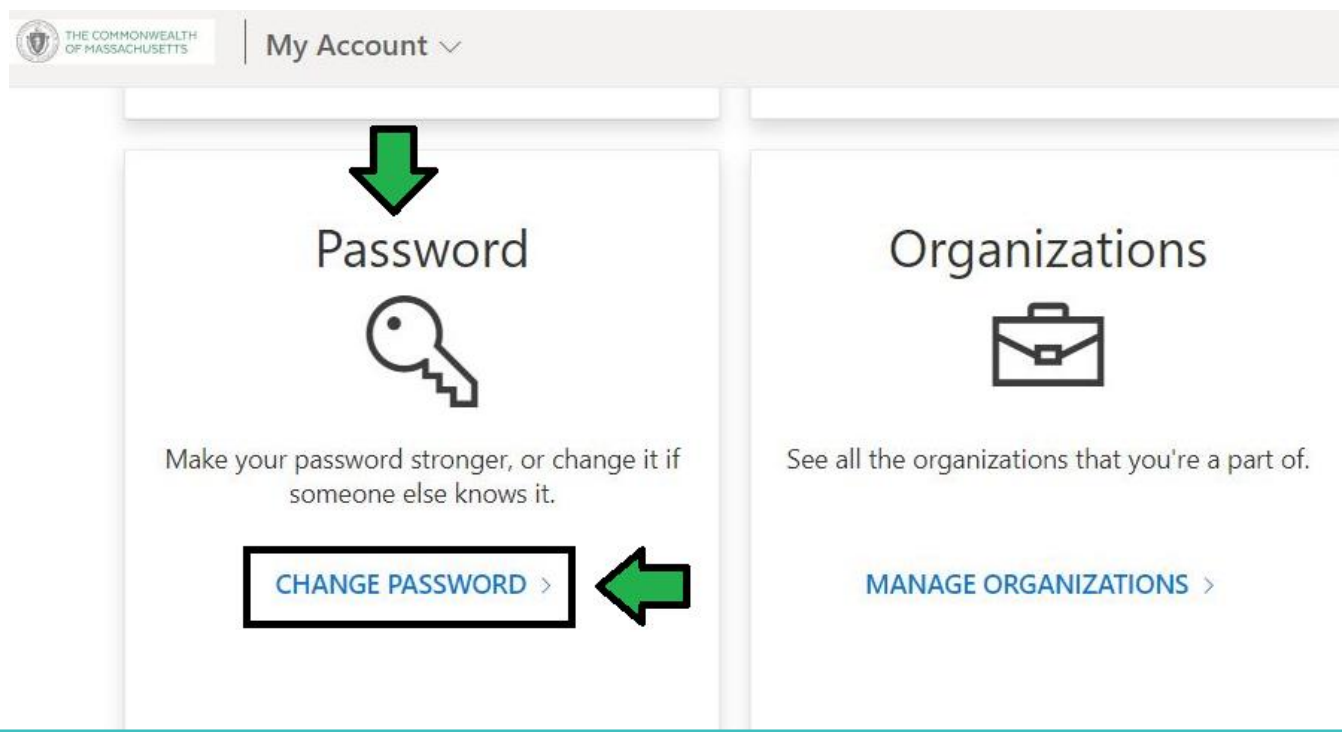Confirm password   ******** ⬅

➡ Sign in

Impromptu Staff Password Changes

3. To change your password outside the 90-day password policy change prompt, on the Apps screen navigate to the top of the screen and click "My Apps" then choose "My Account" from the menu.

4. On the following screen, scroll down until you find "Password" and then click "Change Password".

5. Please enter in your current password and then your new password meeting complexity requirements of 8 characters, upper case, lower case, number, and a character. Also make sure the password is uniquely different from the last one, as history requirements will notify you if it is too similar to the last. Click "Submit" when ready.

THE COMMONWEALTH OF MASSACHUSETTS

JHampe@detma.org | ?

Change password

User ID
JHampe@detma.org

Old password
****

Create new password
****

Confirm new password
****

Submit

6. Congratulations, we have reviewed the following: changing your password at the 90 day password change prompting and impromptu password changes outside the 90 day policy.