# smarthub

# How To

### **Overview**

Use SmartHub Mobile's Settings feature to change the password for your SmartHub account.

## Pay Your Bill

 From the SmartHub home screen, tap the Settings icon.



The Settings screen displays.

#### Other

Change my password	>
Select your Provider	>
About NISC	>
Clear Cache	>

2. Tap Change my password.

The Change Password screen displays.

Enter a new password:	
Password:	
Confirm Password:	
Change Password	

3. Tap the **Password** field and enter a password following the Password Strength Tips outlined in this document.

- 4. Tap the **Confirm Password** field and enter the same password you entered into the **Password** field as confirmation.
- 5. Tap the **Change Password** button.

A confirmation message displays indicating your change was successful.

6. Tap **OK** to close the confirmation message.

## **Password Strength Tips**

The keys to a strong password are length and complexity.

- Whenever possible, use six characters or more.
- Include punctuation marks and/or numbers.
- Mix capital and lowercase letters.
- Create a unique acronym.
- Include similar looking substitutions, such as the number zero for the letter 'O' or '\$' for the letter 'S'.
- Include phonetic replacements, such as '2Bor!2b' for 'To be or not to be'.

#### Avoid creating passwords that use:

- Dictionary words in any language.
- Words spelled backwards, common misspellings, and abbreviations.
- Sequences or repeated characters. Examples: 12345678, 222222, abcdefg, or adjacent letters on your keyboard (qwerty).
- Personal information. Your name, birthday, driver's license, passport number, or similar information.

SmartHub is a registered trademark of National Information Solutions Cooperative.

# smarthub

# How To

#### Tips for keeping your password secure:

- Don't use the same password for everything.
- Change your password often.
- Never tell your password to anyone.
- Never write your password down.
- Never send your password by email.

SmartHub is a registered trademark of National Information Solutions Cooperative.