

# KSU Password Reveal / Reset for IPO Partner System

## Using an Avaya Digital Telephone (1408 1416 etc...)

Go to Ext 10

Leave the handset in the cradle

Press the Soft Key below the LCD where it says the word *Admin* once

Press the Soft Key below the LCD where it says the word *Select* once

On the dial key pad, enter **#730** (POUND 7 3 0)

The LCD will read **Data:** followed by the current **Service User Password**

If this is all you wanted to know, then:

- Press the Soft Key below the LCD where it says the word *Back* three times
  - Press the Soft Key below the LCD where it says the word *Exit* once
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If you want to change the **Service User Password**, then:

- Press the Soft Key below the LCD where it says the word *Clear* once
- The LCD will read *Data: password*
- On the dial key pad, enter the new **Service User Password**
- Press the Soft Key below the LCD where it says the word *Enter* once
- Press the Soft Key below the LCD where it says the word *Back* three times
- Press the Soft Key below the LCD where it says the word *Exit* once

The **Service User Password** has now been changed