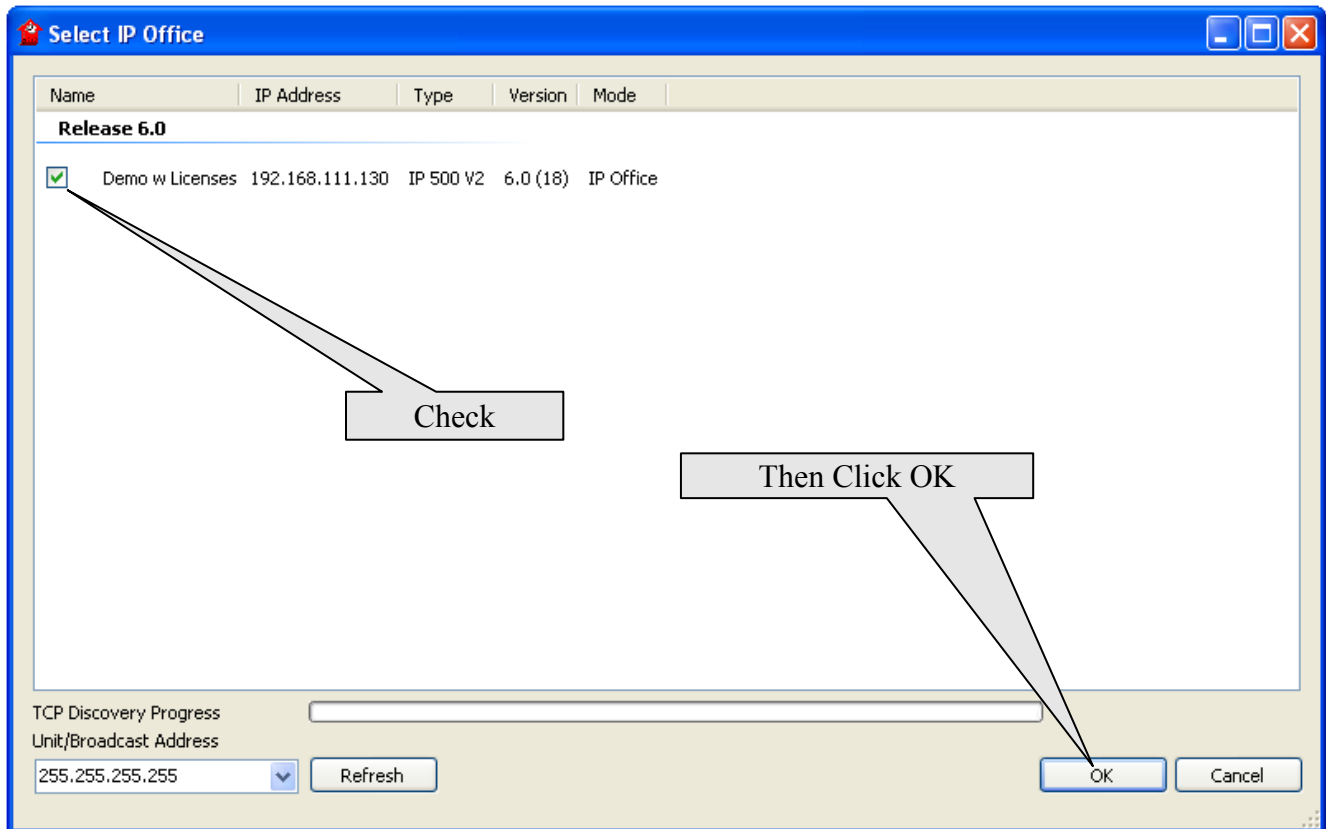# 1
IP Office Essential Edition
How to Change the Password

Open the Manager program

Locate and connect to the Ksu

IP Office Essential Edition
How to Change the Password

Log on to the KSU as would normally do so

IP Office Essential Edition
How to Change the Password

After you have logged on to the Ksu,   <u>Go here</u>...
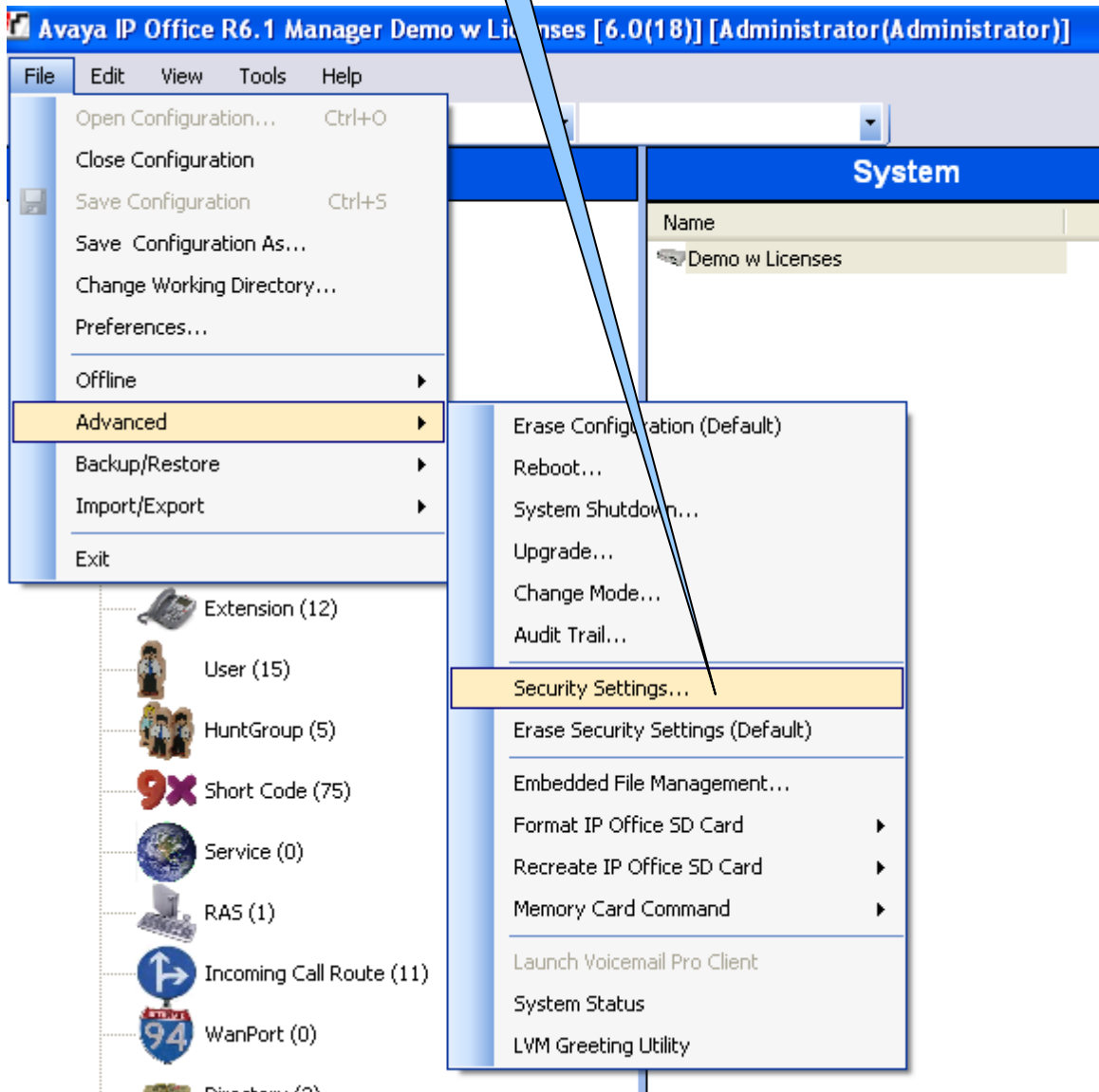
4
IP Office Essential Edition
How to Change the Password

Reconnect to the KSU

5
IP Office Essential Edition
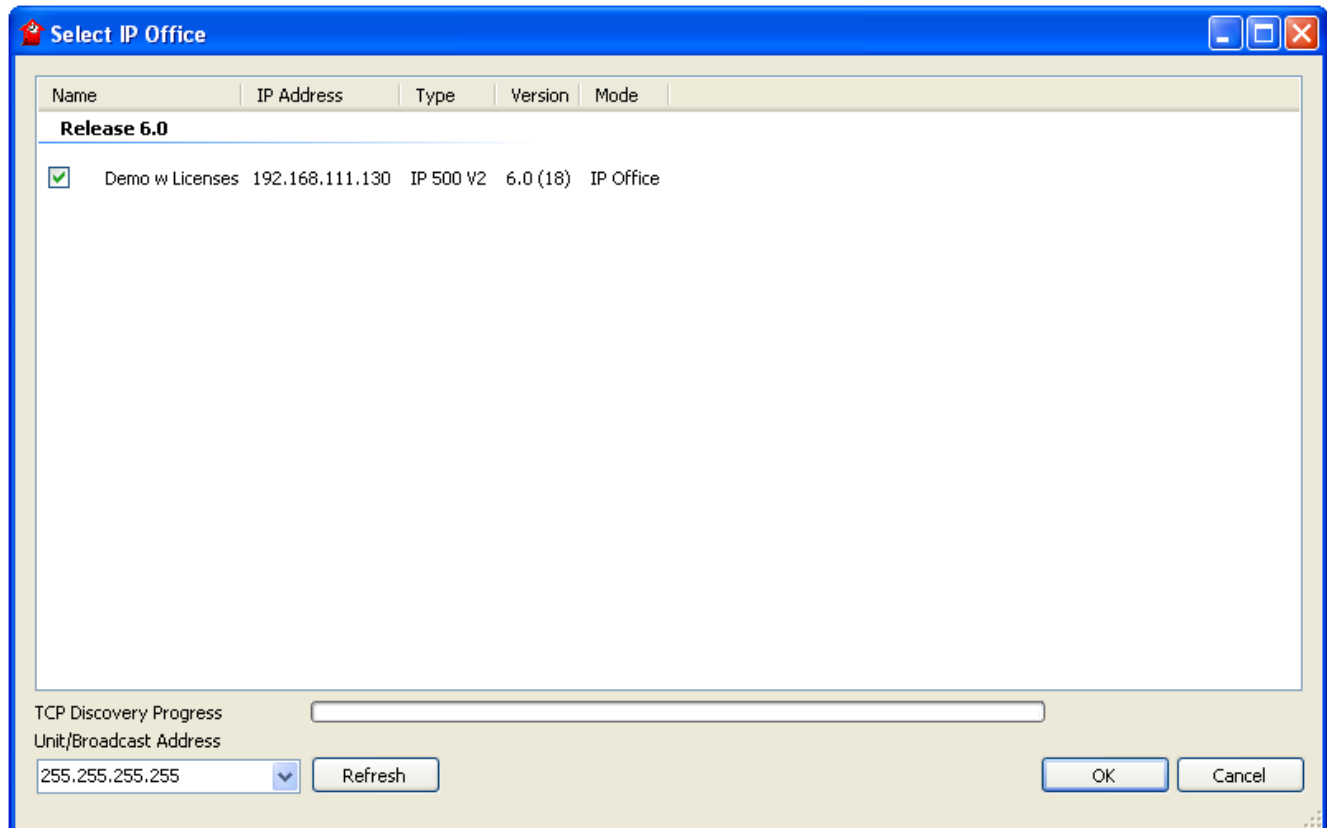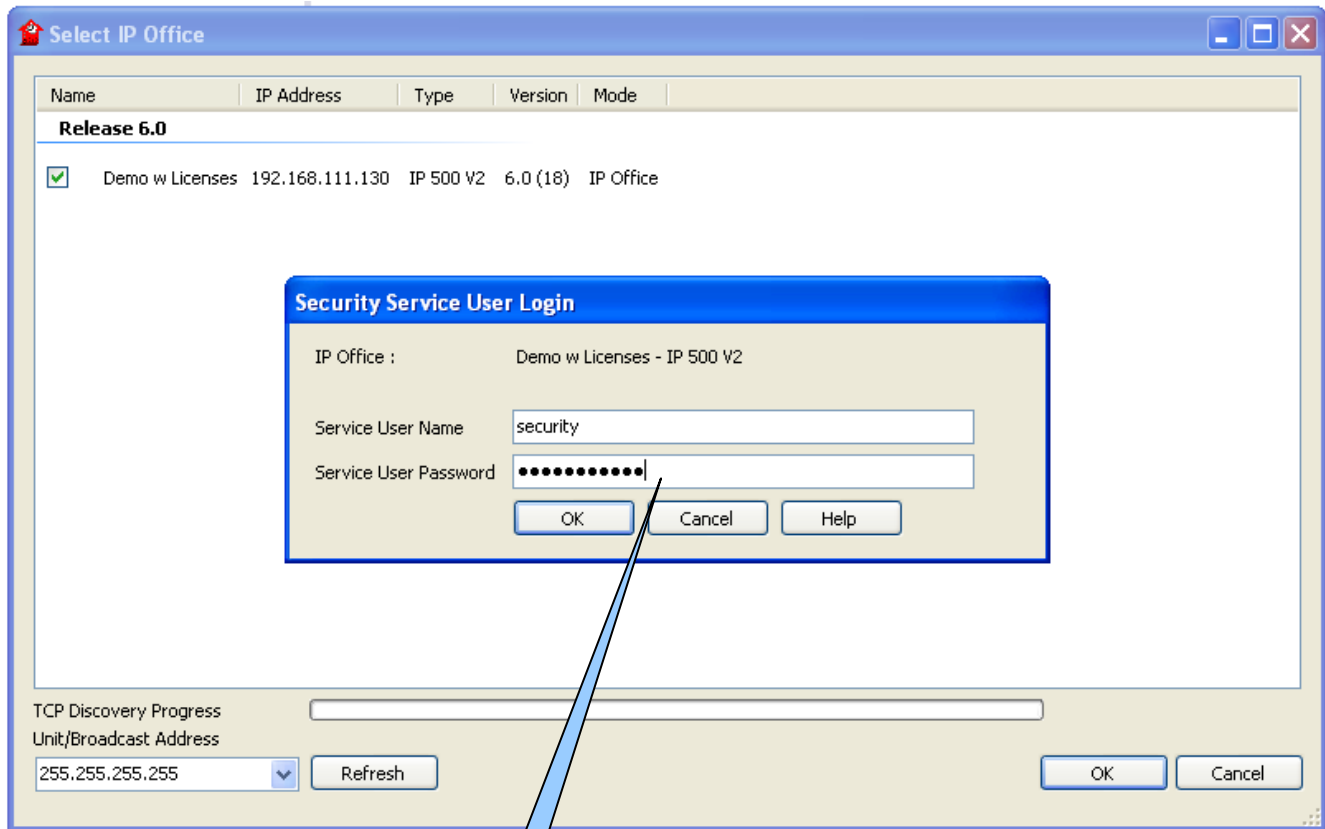# How to Change the Password

Log into the KSU with security User and Password

Service User Name is   security   (Note: all lowercase letters)

Service User Password is   securitypwd   (Note: all lowercase letters)

6
IP Office Essential Edition
How to Change the Password

Click on Service Users

Service Users (4)

Be sure Administrator is selected

Service Users (4)

Service User Name	Account St...	Groups
Administrator	Enabled	Administ...
Manager	Enabled	Manage...
Operator	Enabled	Operato...
EnhTcpaService	Enabled	TCPA G...

Click on the Change Button

Service User: Administrator

Service User Details

Name	Administrator
Password	************************** [Change] [Clear Cache]
Account Status	Enabled
Account Expiry	<None>

Enter and Re-Enter the New Password

Change Password

Change Password

New Password	
Re-Enter New Password	

[OK] [Cancel]

IP Office Essential Edition
How to Change the Password

Click OK in the lower Right hand corner of the screen

| OK | Cancel | Help |
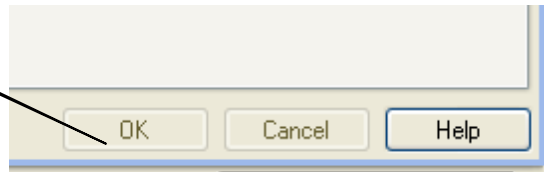
Click the Blue Floppy Disk Icon to Save the new Security Settings

Avaya IP Office R6.1 Manager - Security Administration - De

File   Edit   View   Tools   Help

Security Settings
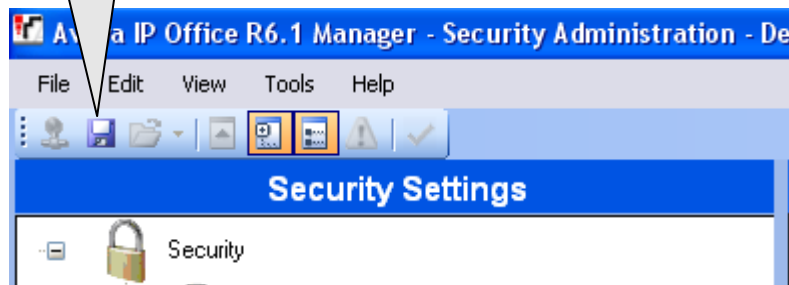
Security

security
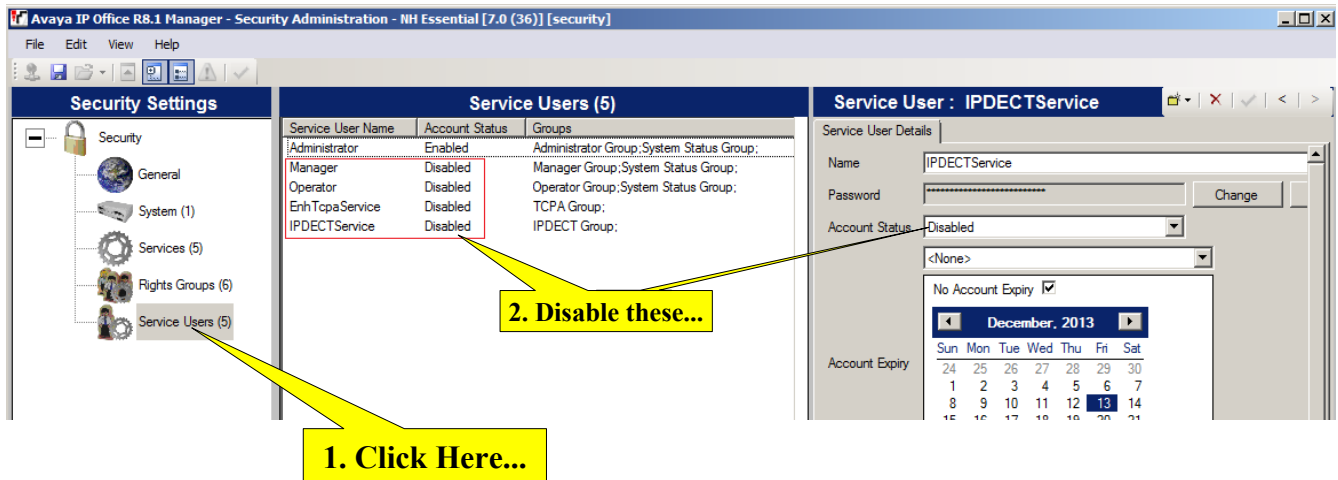
securitypwd to finish

Close down the Security page.

Reconnect to your KSU using the new password.

Special Notice

A security threat has been discovered that can expose SIP Accounts and Passwords.

Disable the accounts below or change each accounts password.