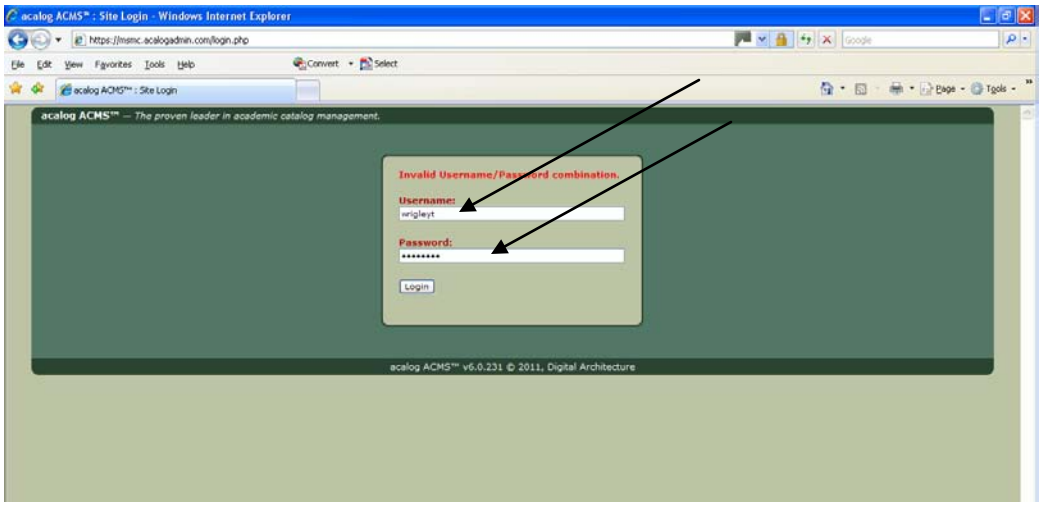
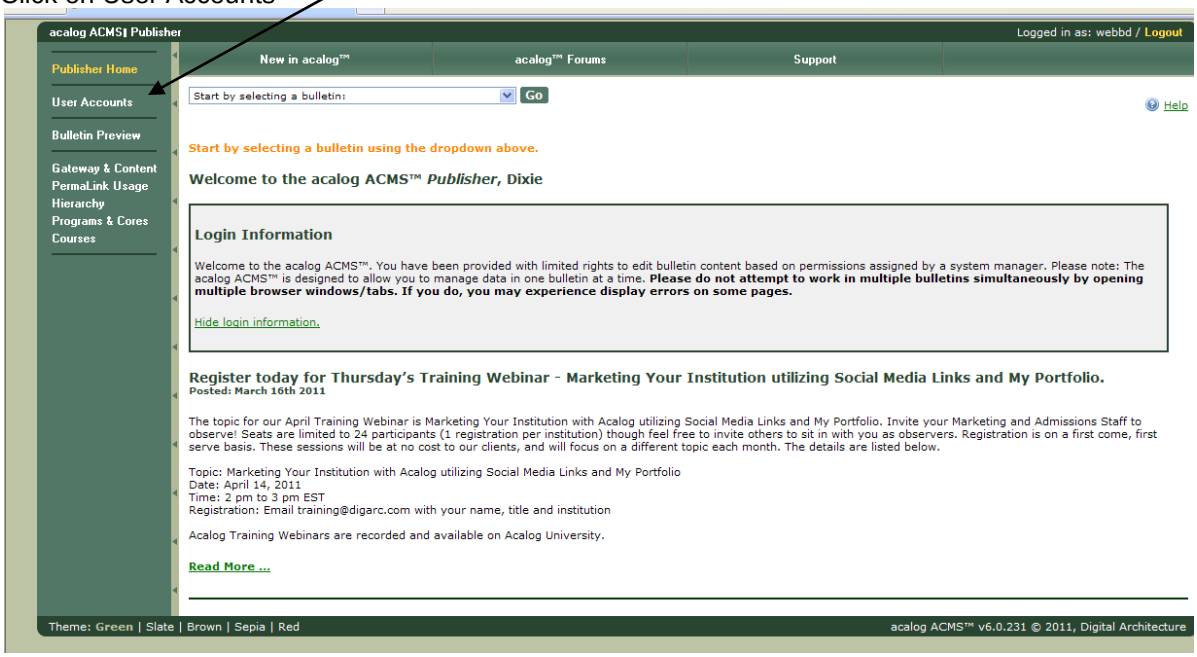
Acalog Log-in and Changing Password

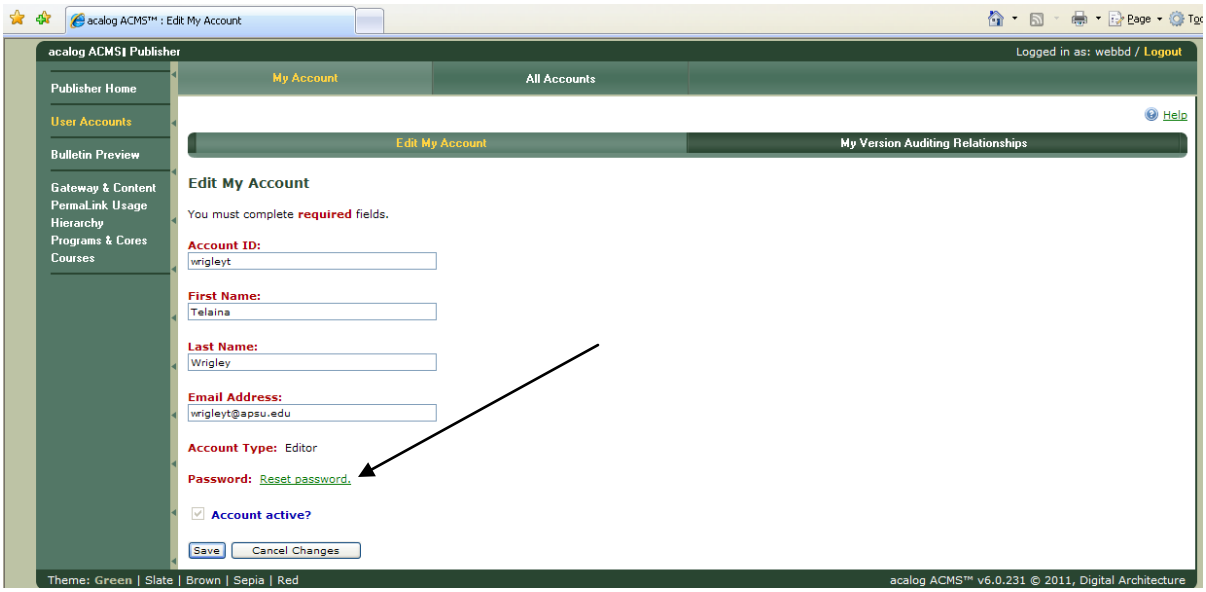
1. Go to https://apsu.acalogadmin.com/ (Publisher) to enter to the log-in page for Acalog
   a. Enter your username (last name and first initial ex: Telaina Wrigley = wrigleyt)
   b. Enter your default password of 123456



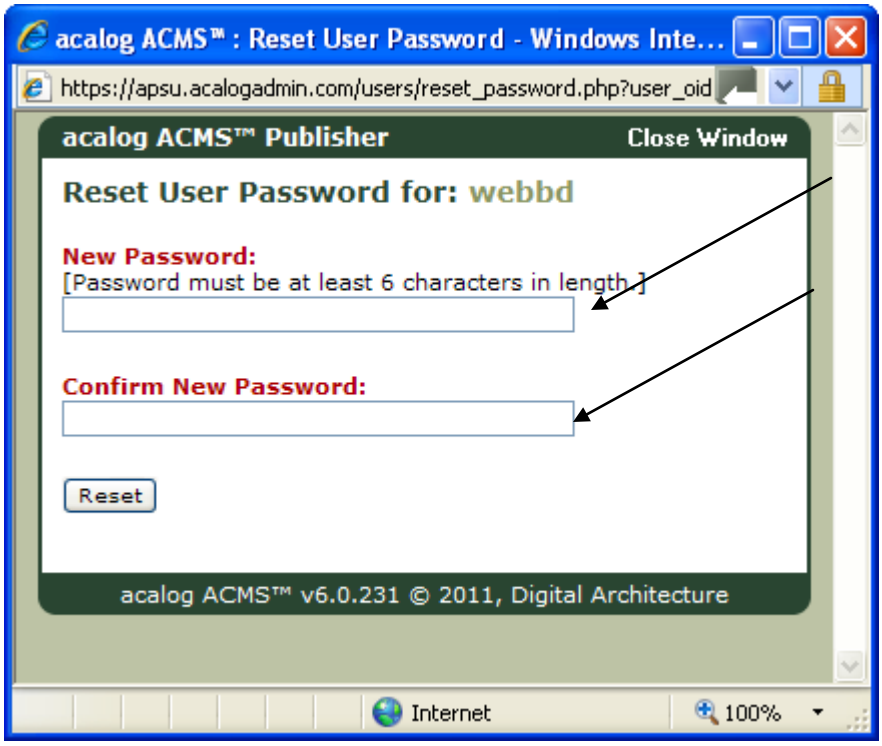
2. Click on User Accounts



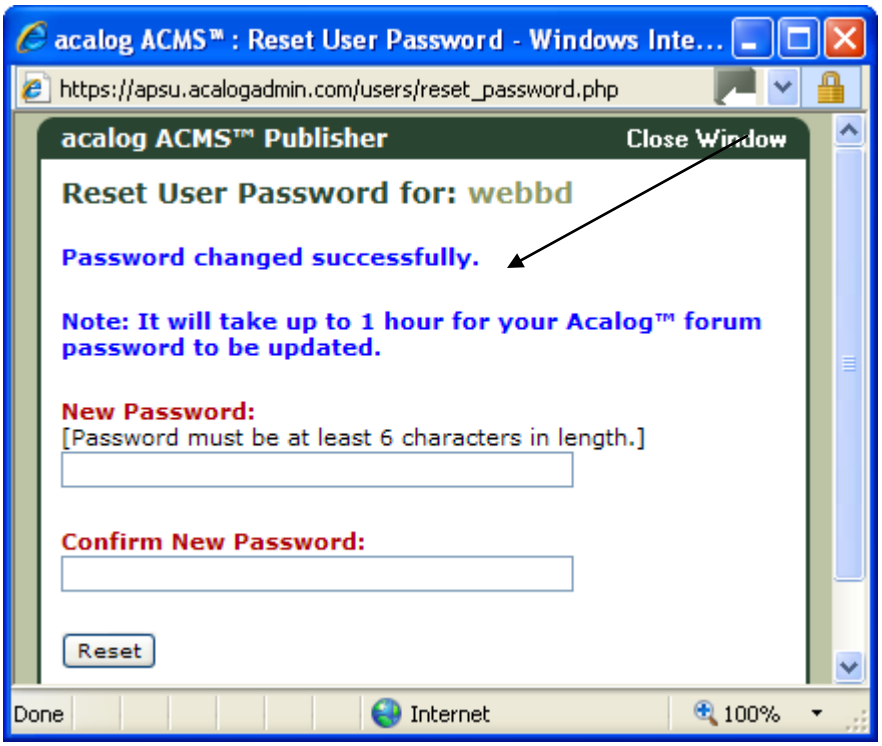
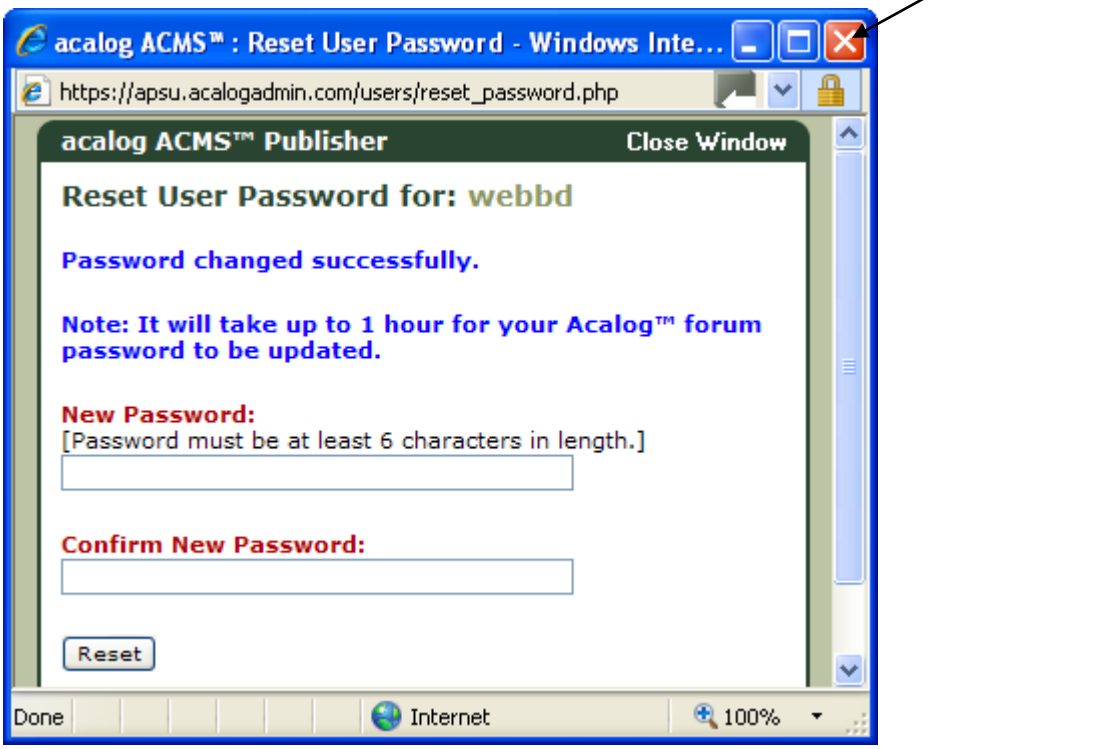
3. Click on **Reset password** located at the bottom next to **Password:**



4. Enter New Password and enter the same password again in the Confirm New Password field.
5. Click on the Reset button



6. You will receive confirmation that the password has been reset and could take up to 1 hour to be updated.



7. Close the Window by clicking on in the upper right-hand corner.