**How to change the password for the *Localadmin* account in Windows**

These instructions assume UNH IT CRS has set up this computer, and that the local ‘***administrator***’ account name has been changed to ‘***Localadmin***’, for security purposes.

1. Log on to the ***Localadmin*** account on the computer. See *How to log on to Localadmin* for instructions.

Note: If you are not able to log on to the ***Localadmin*** account, contact your local IT Support representative or call the UNH IT Service Desk at 603-862-4242.

2. After Windows has fully loaded, press '**Control + Alt + Delete**' simultaneously. You will see a list of links.

3. Click on '**Change a Password…**' in the list.

4. Fill in the Old Password, then type in a new strong[[1]](#footnote-1) password and retype the password to confirm it.

5. Press Enter or click the small arrow.

6. A message will appear telling you that the password has been changed. Click OK.

1. Check the strength of your password at <https://www.microsoft.com/es-xl/security/pc-security/password-checker.aspx> . [↑](#footnote-ref-1)