



## DPSCloud: How to login to DPSCloud

Double click on the “DPSCloud” shortcut  on your desktop or navigate to one of the following sites using your browser:

<a href="https://login21.dpscloud.com">https://login21.dpscloud.com</a>	<i>Use this link for BT based internet providers</i>
<a href="https://login22.dpscloud.com">https://login22.dpscloud.com</a>	<i>Use this link for Virgin or other internet providers</i>

You will be presented with the below screen; type in your email address and password and click “Log On”.



Click on “Company Name” desktop. (Company Name will be replaced by your Company Name)



You will now be presented with your hosted desktop.

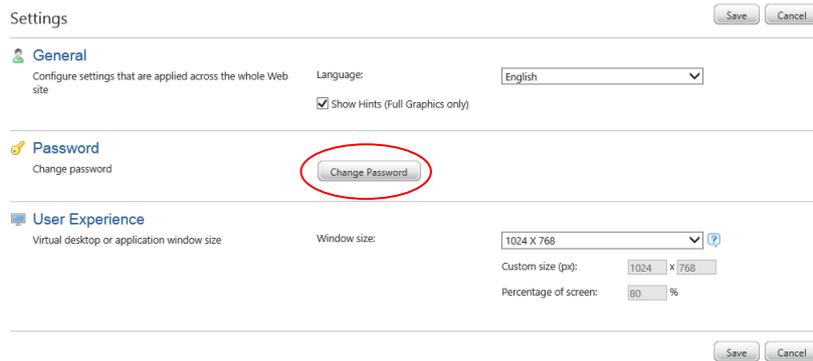
## Changing Your Password

You can change your password after logging in to the website, before starting up the desktop.

Click the Settings button.



The settings screen is displayed, click change password.



Enter your old password and the new one you wish to use.

Your new password must meet the following complexity requirements:

- You cannot use any of your last 24 passwords.
- The password must be at least 7 characters long.
- Passwords must contain characters from three of the following five categories:
  - o Uppercase
  - o Lowercase
  - o Numeric
  - o Nonalphanumeric (!@#£ etc.)
  - o Any Unicode character that is categorized as an alphabetic character but is not uppercase or lowercase.
- Passwords must not contain the users account name or display name value.