

# Here are the steps to change the password from OKTA

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To change your password, please follow the instructions below:

- Sign into <http://realogy.okta.com>
- Click on your **Name on top right** of the window and Select Settings
- Click on **Edit Profile**, enter your password and click on **Verify**
- You will need to **enter the phone #** you used while creating account to receive verification SMS, Enter the phone # and click on **Send Code**.
- Enter the SMS verification code you received and click on **Verify**
- You should see option to **change** your **password** where you will need to enter your **current password** and the **new password** you would like twice (Your password must have at least 8 characters, a lowercase letter, an uppercase letter, a number, no parts of your username.)

The screenshot displays the OKTA user interface. At the top, there is a dark navigation bar with 'Home', a notification bell, and the user's name 'Azdar'. Below this, the main content area shows a 'Change Password' section. It includes a header with a lock icon and the text 'Change Password'. A message states: 'Your password must have at least 8 characters, a lowercase letter, an uppercase letter, a number, no parts of your username.' There are three input fields: 'Enter current password', 'Enter new password', and 'Repeat new password'. Each field has an icon on the right (eye for current password, and a circular arrow for the new password fields). A 'Change Password' button is located at the bottom of this section. Below the password section is a 'Forgotten Password Question' section with an 'Edit' button. It contains a message: 'Select a forgotten password question so you can reset your password in case you have trouble signing in to your Okta account.' There is a 'Question' field with the text 'What is your favorite movie quote?'. At the bottom is a 'Forgot Password Text Message' section with a message: 'Okta can send you a text message with a recovery code. This feature is useful when you don't have access to your email.'

**Please note:** You will need to update your password on your mobile devices and any other devices you may have your email account setup on after you have changed your password.

## Updating password on your mobile devices:

- **iPhone/iPad** – Select Settings > Tap on Mail, Contacts, Calendar > Select Exchange/Corcoran account > Tap on your email address > Erase and re-enter your new password and select Done.
- **Android devices** – Go to Settings > Accounts > Select Microsoft Exchange ActiveSync > Select Settings > Tap on your email address > Password > Erase and enter your re-enter your new password and select OK.

If you encounter any issues with your password and require immediate assistance, please contact 877-NRT-HELP to have a technician immediately reset your password or unlock your account.