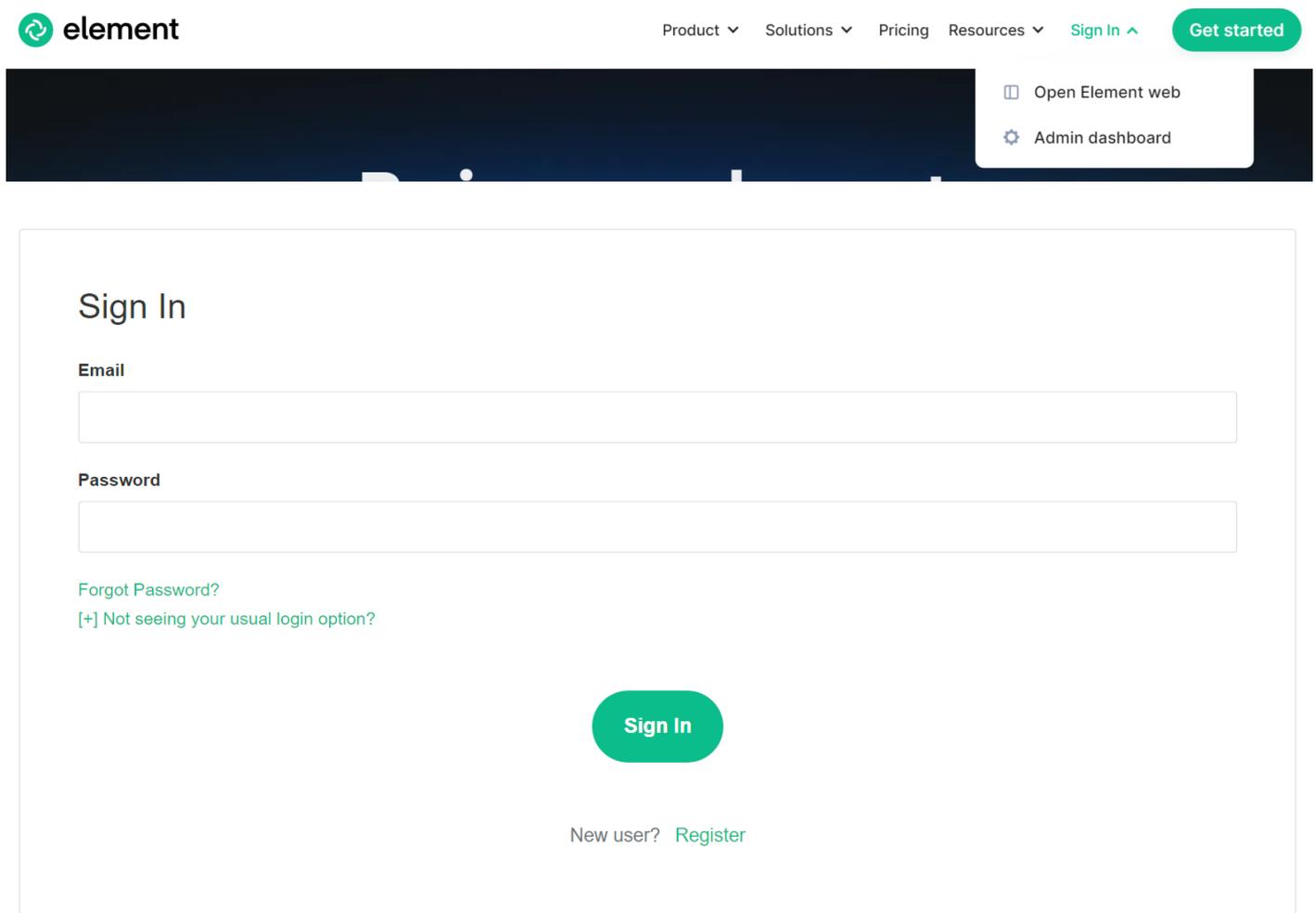


# Changing an EMS Account Password

## Changing your EMS Account Password

From the [Element](#) homepage, click [Sign In](#) then [Admin Dashboard](#) to be taken to the EMS Control Panel. If you aren't logged in already, you will be presented with the login screen - sign in using your details to be taken to the EMS Control Panel.



The screenshot shows the Element website's navigation bar and a sign-in form. The navigation bar includes the Element logo, a menu with 'Product', 'Solutions', 'Pricing', 'Resources', and 'Sign In', and a 'Get started' button. A dropdown menu is open under 'Sign In', showing 'Open Element web' and 'Admin dashboard'. Below the navigation is a dark banner. The main content area features a 'Sign In' form with fields for 'Email' and 'Password', a 'Sign In' button, and links for 'Forgot Password?' and 'Not seeing your usual login option?'. At the bottom of the form, there is a link for 'New user? Register'.

Click [Your Account](#), found in the top right, then select [Account](#), or goes directly there from this link, [Account Page](#).



Your Account ▾



Account



Billing

This page contains details about your account, to change your password, you will need to click [Authentication Settings](#) found at the bottom of the [Edit your profile](#) section.

# Your Account

## Edit your profile

Name:

Email:

Matrix ID: ⓘ

(Optional)

Company

Name:

(Optional)

EU VAT ID: ⓘ

(Optional)

Consent to  
marketing?: ⓘ

[Authentication Settings](#)

[Save Changes](#)

This will take you to your Account Console, where you can manage your account security settings. Click [Signing In](#) under [Account Security](#), then from the [Basic authentication](#) section click the [Update](#) button.

# Welcome to Element account management



## Account security

Control your password and account access

[Signing in](#)

### Basic authentication

#### Password

Sign in by entering your password.

My password

Created



[Update](#)

You will need to reauthenticate to confirm your identity, then follow the steps provided to setup a mobile authenticator.



 Please re-authenticate to continue

**Email**

**Password**

[Forgot Password?](#)  
[\[+\] Not seeing your usual login option?](#)

**Sign In**

Finally, you will be presented with the screen to update your password. Confirm it and then click Submit to change your account password.

## Update password

**New Password**

**Confirm password**

**Submit**

Cancel