# Technical Bulletin

May 17, 2022
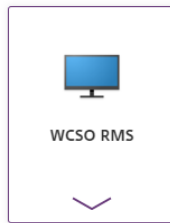
Users with Soon-to-Expire PSD Passwords

Intended Audience: CentralSquare users, PSD users

New CentralSquare User accounts' passwords expire after 90 days and need to be reset. Public Safety Desktop (PSD) will warn user 7 days out and every day until it is changed. This is for users whose password has NOT expired.

1. Log in into the Gateway https://gateway.wcpsn.net
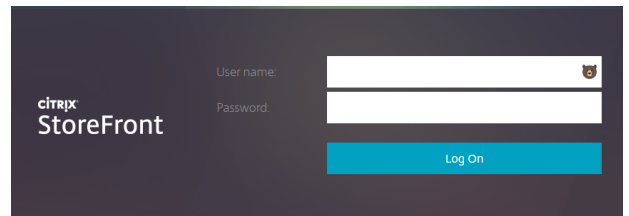
2. Launch any icon with a blue computer screen.

WCSO RMS

3. When your password got close to expire this window will pop up

Public Safety Desktop - RMS

Consider changing your password
Your password will expire in 3 days.
To change your password, press CTRL +ALT+DELETE and then click "Change a password".

Windows logon reminder

4. Click on the down arrow at the top of the screen

5. Click the Ctrl+Alt+Del icon

Ctrl+Alt+Del   Preferences   Full-screen
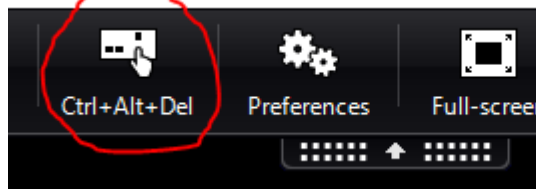
6. Click on 'Change a password'

Sign out
Change a password
Task Manager
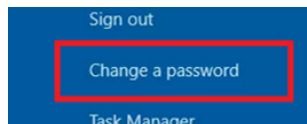
7. Update password
Must consist of 9 characters with 1 capital, 1 number, 1 special character.

If successful, Windows will tell you the password changed. If not, contact Telecom.

Change a password

PSN\YourUserNameHere   Keep the PSN\ at the beginning
Old password   Old Password here
New password   New password here
Confirm password   New password here   →   Click the arrow or hit Enter when done

Sign in to: PSN
How do I sign in to another domain?
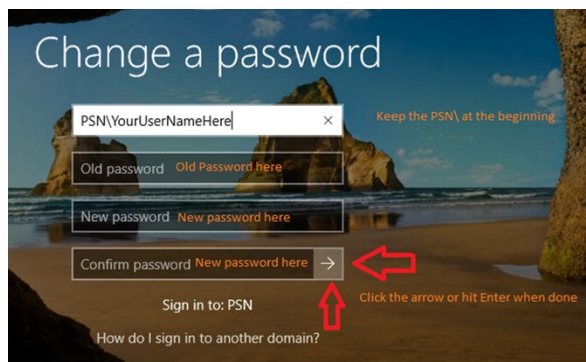
Contact Philip Bomer at 695-HELP regarding this technical bulletin.

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