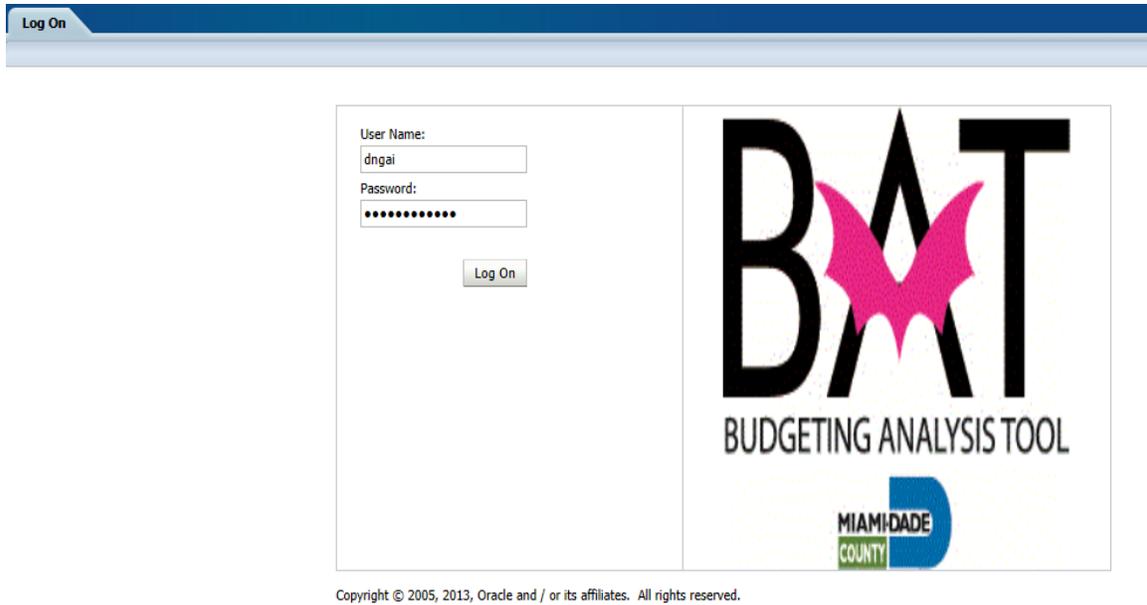


## Password change for production

1. Log into **Workspace** (<https://epmprd.miamidade.gov/workspace/index.jsp>) using existing login credentials.



User Name:  
dngai

Password:  
.....

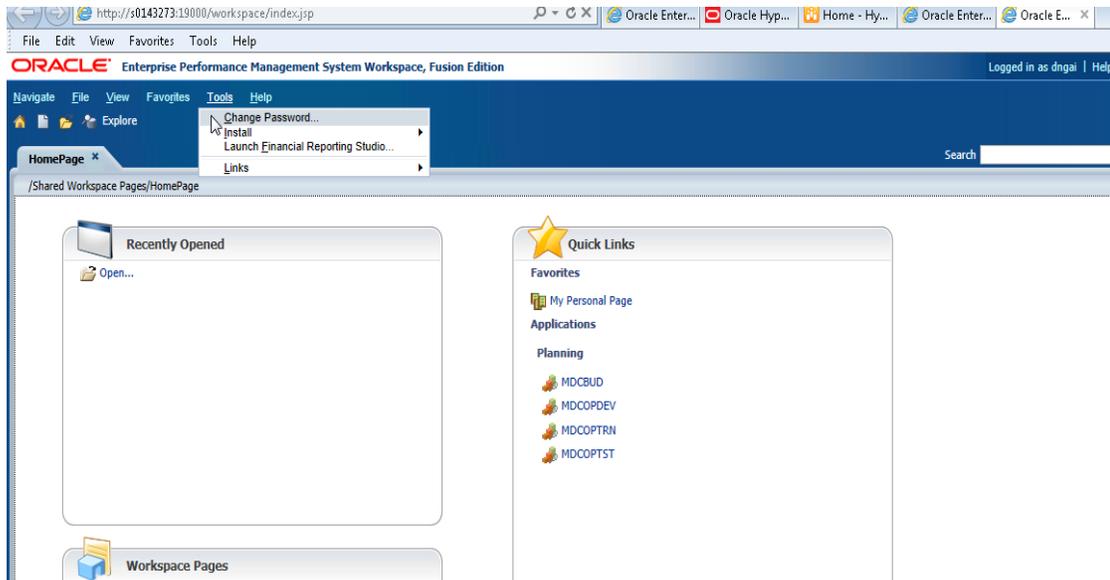
Log On

**BAT**  
BUDGETING ANALYSIS TOOL

MIAMI DADE  
COUNTY

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2. From Workspace, click on **Tools** > select **Change Password**

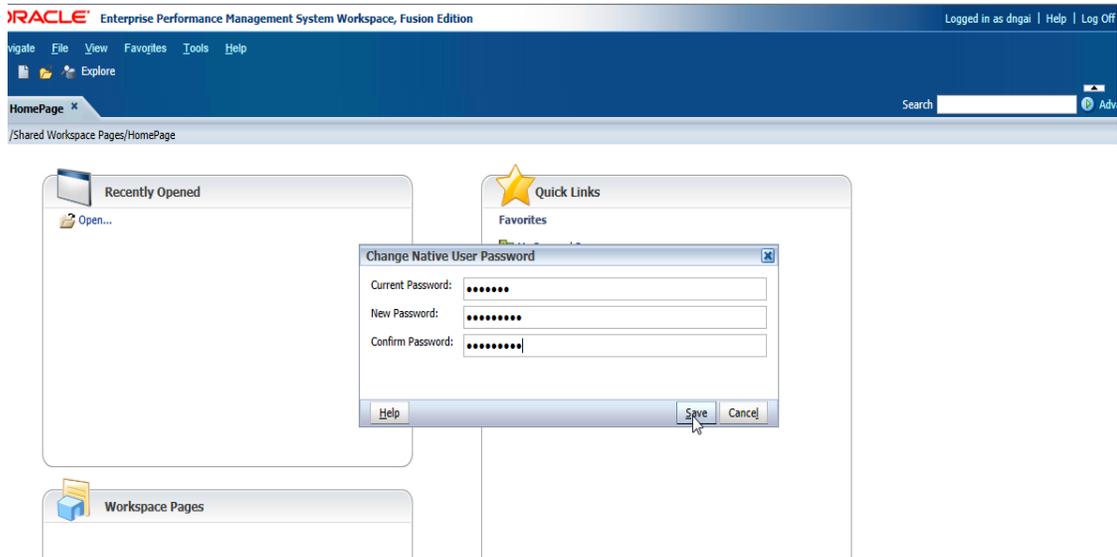


3. Complete "Change Native User Password"
  - a. **MDC Password Guidelines:**
    - i. Current Password: **Enter your current password**
    - ii. New Password: **Enter the password you would like to start using**

1. Password must be eight, alphanumeric characters to include at least one capital letter, one number, and one special character. For example: T23gk\*rs

iii. Confirm Password: Enter the password you would like to start using again

4. Click Save



5. Now your password has been changed