

# How do I update my password on my iPhone for my email account?

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## ISSUE

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## ENVIRONMENT

Apple IOS iPhone/iPad

Office 365

Email

## RESOLUTION

1. Open the Settings menu by tapping Settings on the iPhone/iPad.
2. Tap "Mail, Contacts, Calendars" and select your Columbus State account from the accounts list.
3. On the window that opens, tap the Account item that shows your email address
4. On the window that opens, choose the password box, delete what is currently there, and type your new password.
5. Tap "Done". This will verify the credentials and save the updated password until the next change.

## CAUSE

N/A

## METADATA

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