

# Using INTO Manchester computers for the first time



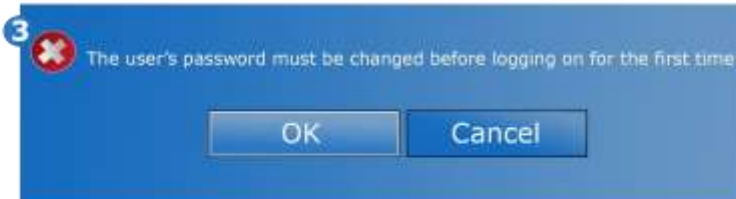
1. Press **CTRL + ALT + DEL** buttons on the keyboard  
Click **OK** to agree.

Press all three buttons at the same time



2. Enter **your user name** = Into {student number}  
Enter your temporary **password** = Into2018

Your user name is Into + your {student number} without the zeros



3. Click **OK** to continue and change your password  
**Do not use your name!**

New passwords must have:

- 8 characters minimum
- a number
- an uppercase letter



4. Enter username and temporary password (Into2018)  
Enter a new password  
Re-enter the new password
5. Click the arrow to continue



If you forget your password ask the Learning Centre Staff.  
**You will need your student card.**

Next step: Using INTO student email for the first time