

Instructions for changing password in CABAS and CAB Plan

- Go to the **Basic data** tab in the left-hand column
- Click on **Users** under **General**
- Click on the **User information** tab
- If you want to change to your own password, click on **Change password**
- Enter your **Old password**
- Enter your new password in the **New password** and **Confirm password** fields
- If you want to order a password from CAB, click on **Order password**
- This is then sent to a specified **e-mail address** under **Contact info.**
- Click on **OK** to save the settings