

Changing your CBE Network Password

(This is the same password that you use to logon to D2L)

Access the ['CBE Password Change Tool'](#)

1. Enter your CBE ID# as your **ACCOUNT**
2. Enter your **OLD PASSWORD**
3. Enter in a **NEW PASSWORD**
4. **CONFIRM** your new password
5. Click on **OK**



The screenshot shows a web-based form titled "CBE Password Change Tool". At the top, there is a disclaimer: "Access to this system is limited to Calgary Board of Education (CBE) authorized activity. Do not attempt to logon to this system unless you are an authorized CBE user. Any attempt or unauthorized access, use or modification is prohibited and subject to penalties as outlined in Chief Superintendent's Administrative Regulation 1062, Acceptable Use of Electronic Information Resources." Below the disclaimer are four input fields: "Account", "Old password", "New password", and "Confirm new password". At the bottom of the form are three buttons: "OK", "Cancel", and "Reset".

IMPORTANT INFORMATION:

If you receive any error messages while using the 'CBE Password Change Tool' please contact the [CBe-learn Technical Help Desk](#) and include your Name, ID#, and the error message in your email.

- **If you have forgotten your password:** Contact the [CBe-learn Technical Help Desk](#) and include your name and ID# in your message.