



Go to  
<https://portal.office.com/account>

- My account
- Personal info
- Subscriptions
- Security & privacy
- App permissions
- Install status
- Settings

### Subscriptions

Verify what products and licenses you have.

[View subscriptions](#)

### Security & privacy

Protect your account and adjust important privacy settings to your preference.

[Manage security & privacy](#)

### App permissions

Apps with access to your data: 24

Manage which apps have access to your data. You can revoke permission whenever you want.

[Change app permissions](#)

### Install status

Detected installs: 2

You can install Office on up to 5 smartphones.

[Manage installs](#)

### Settings

Customize your Office 365 experience to make it work for you.

[Edit settings](#)

Click on 'Manage security & privacy'



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Security & privacy

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## Security & privacy

**Password**  
Change your password.

Contact preferences Off  
Manage how and why you are contacted.

Click on 'Password'



## change password

Strong password required. Enter 8-16 characters. Do not include common words or names. Combine uppercase letters, lowercase letters, numbers, and symbols.

User ID

...@keystone-solutions.be

Old password

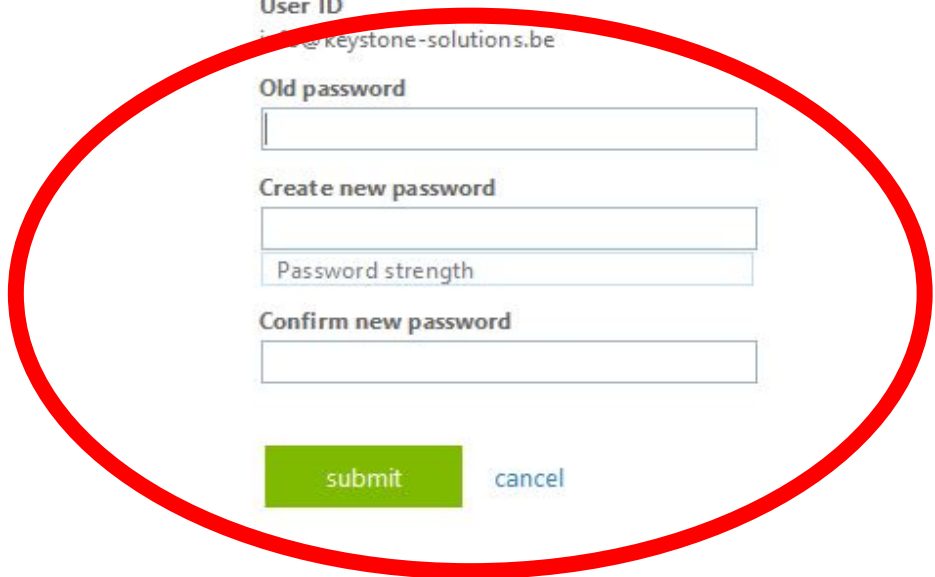
Create new password

Password strength

Confirm new password

submit

cancel



Enter your old and new credentials and click on 'submit'.  
  
=> Your Office 365, Outlook, Lync, etc. password has been updated.