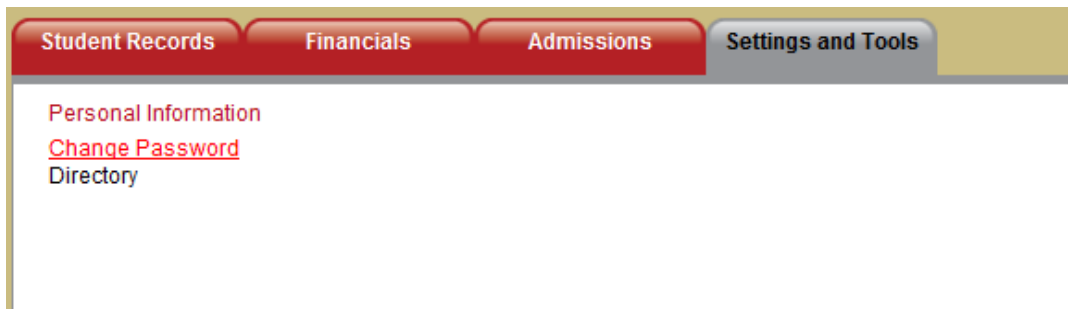


How to Change Your Empower Password Online

1. Open a web browser such as Internet Explorer.
2. Go to the Anna Maria Intranet Page at <http://resources.annamaria.edu>
3. Click on the *Online Resources* link. The actual web address is <https://webamc.annamaria.edu>
4. Enter the Administrative Program (Empower) Username and Password given to you by CIS or the Registrar's Office and click *Log In*.

Advisors: Your username and password is the same as your Empower username and password.
Non-advising faculty: Your username is a total of 6 characters starting with the first 5 characters of your last name followed by the first initial. Example: If your name is John Q. Public, your username would be **PUBLIJ** (in capital letters). The temporary password is *PAXTON1946* (in capitals letters also.) Please change your password immediately upon logging in.

5. To change your password, click on *Settings and Tools*, then *Change Password*. Follow the prompts to change your password. **NOTE: If you are an Advisor, be aware that if you change your password here, your regular Empower Access Password will also be changed.**



If you have any questions regarding web access to your schedule, etc., please contact Katrina Steinberg - Faculty Support for assistance, at 508-849-3325, or by e-mail at ksteinberg@annamaria.edu