Using Office 365 Outlook Web App (OWA)

a. On your browser, login to OWA by using the following link: https://webmail.edukgroup.com/owa

b. Log in with your username ibancanet\username and current password.

c. Then enter the following information:
   i. Domain\user name (ibancanet\username)
   ii. Current Password
   iii. New Password (6 character minimum)
   iv. Confirm new password (Enter new password again)

d. Click Submit.

e. You will receive a message indicating that your password has been changed successfully.

f. Click Ok.