

# BCOE

## Computer Password Policy

It is our goal to maintain a secure computing environment, while minimizing the inconvenience to our users. The use of user names and passwords help reduce the likelihood of unauthorized use of computers and accounts. To help maintain a secure computing environment, every user password should be hard to crack. Here are some examples of passwords that you do NOT want to use:

- Anything involving your name. For example, if your name was John Doe, johndoe, JohnDoe, jOHNdOE, doeJohn, etc. would be bad passwords.
- Words in the dictionary or combinations of words, such as letmein, engr4ucr, etc.
- Words with numbers at either end, or spelled backwards.
- Anything in popular fiction, science fiction, fantasy, etc. This includes such things as words for the Klingon language.
- Words and names from other languages.

## Password Rules

1. Must not contain the user's account name or parts of the user's full name or any personal info.
2. Must be at least 14 characters in length.
3. Must contain characters from three of the following four categories:
  - English uppercase characters (A through Z)
  - English lowercase characters (a through z)
  - Base 10 digits (0 through 9)
  - Non-alphabetic characters (for example, !, \$, #, %)

Of course, you want something that is not too difficult to remember. This is where acronyms can be very useful. Something like lh24Dimh (I have 24 Dogs in my house) is much more difficult to crack than johndoe, while still being easier to remember than \$dfa3H%z. Also, please change your passwords often. Every three months or so is good.

### **To change your password under UNIX**

1. Log into gauss.engr.ucr.edu.
2. Type "kpasswd" (without the quotes) and press Enter.
3. Enter the information the program prompts you for.

### **To change your password with a Windows Domain Computer**

1. Press Control+Alt+Delete.
2. Click on the "Change Password" button.
3. Fill in the boxes.

We will be checking your password periodically. If they are found to be insecure, we will temporarily disable your account. To restore your account, come to Bourns A344, A308 or WCH 107 with picture ID. We will then reactivate your account and you can choose a new password.

If you have questions, you can contact the College of Engineering Systems Group via e-mail at [systems@engr.ucr.edu](mailto:systems@engr.ucr.edu).