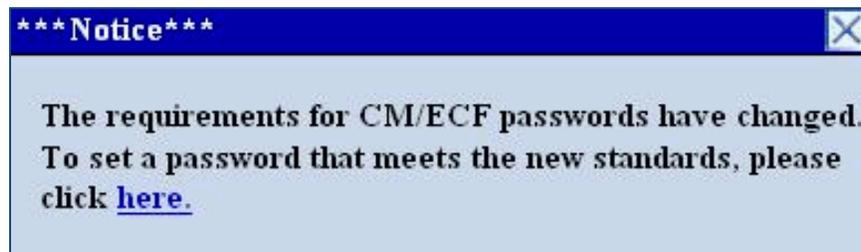


Password Security

Password security has been improved. All CM/ECF passwords **must** be changed to meet the new standards. The new standards for passwords are:

- Minimum of 8 characters
- Includes both upper and lower case alphabetic characters
- Contains at least one digit or special character [e.g., 0 - 9, @, #, \$, %, &, *, +, :]

The first time a user logs in after the court has implemented release 4.1 – 4.2, the following message will appear:



Click the link within the message to change your password.

Account Lock Out – After five invalid login attempts on a particular account, the account is locked out for five minutes. After the timeout period, if an invalid password is given for the account, a new timeout period is started. Every additional invalid password entered after a timeout will increase the duration of the next timeout.

*****IMPORTANT NOTE*****

If you use any automated software to login in to CM/ECF, remember to update the password information used by the software program when you change your CM/ECF password.