

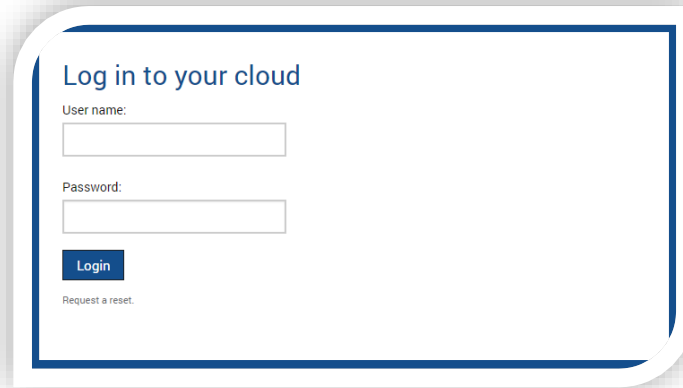
How to reset or change my account password

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I. Reset Password

- Go to: <https://myportal.leapgio.cloud/>
- Click on **Request a Reset**



Log in to your cloud

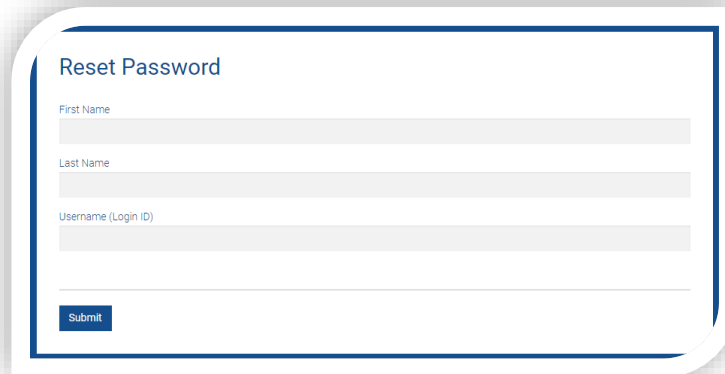
User name:

Password:

Login

[Request a reset.](#)

- Fill up the **First Name** and **Last Name** as well as the **Username**



Reset Password

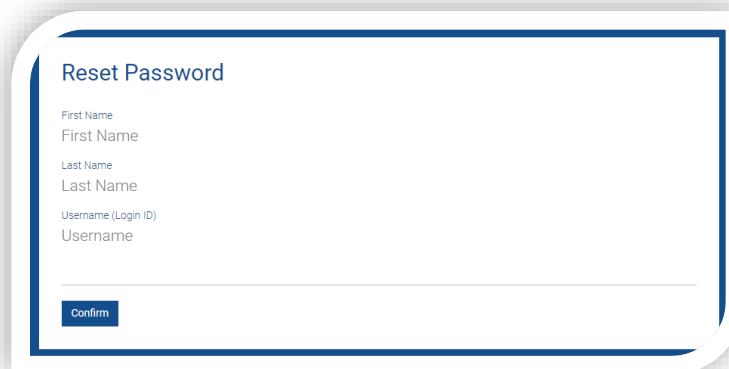
First Name

Last Name

Username (Login ID)

Submit

- **Confirm**



Reset Password

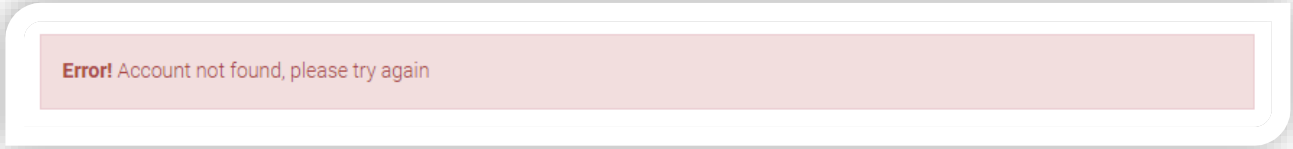
First Name
First Name

Last Name
Last Name

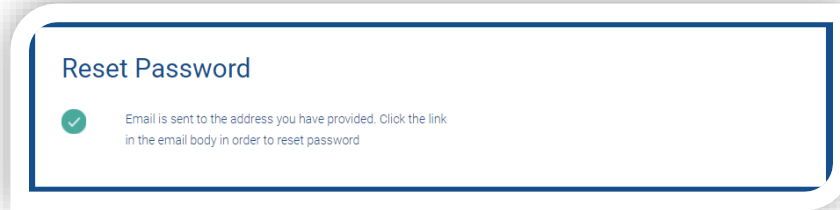
Username (Login ID)
Username

Confirm

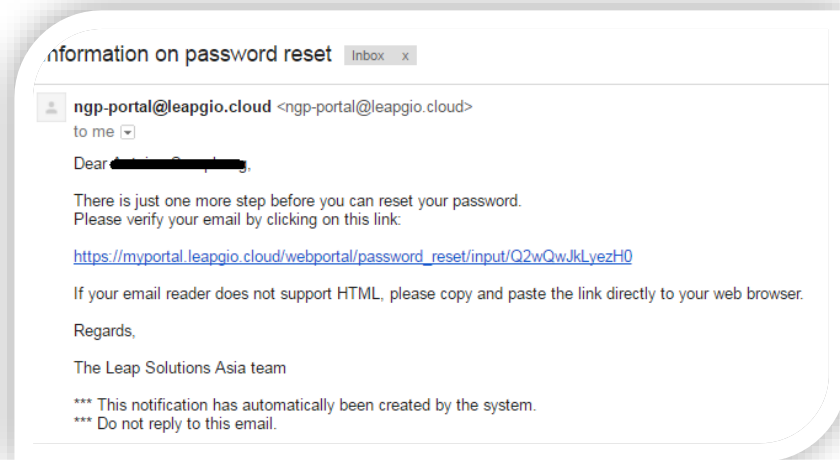
- If **First Name, Last Name, or Username** do not match, an **error message** will show up



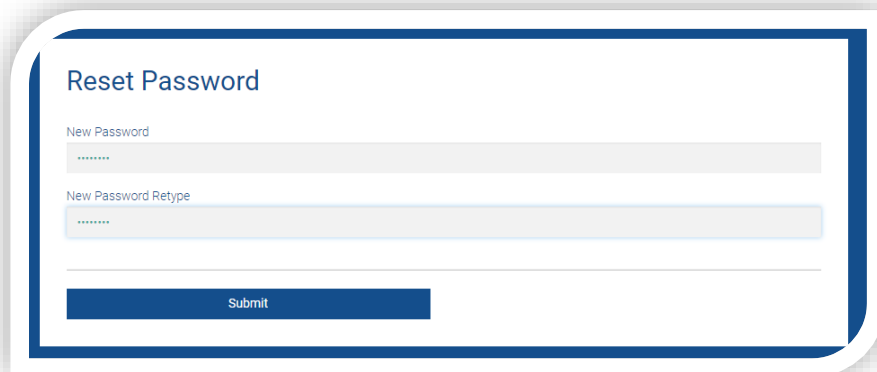
- If all fields matched, an email was sent to the email account that was registered in the system



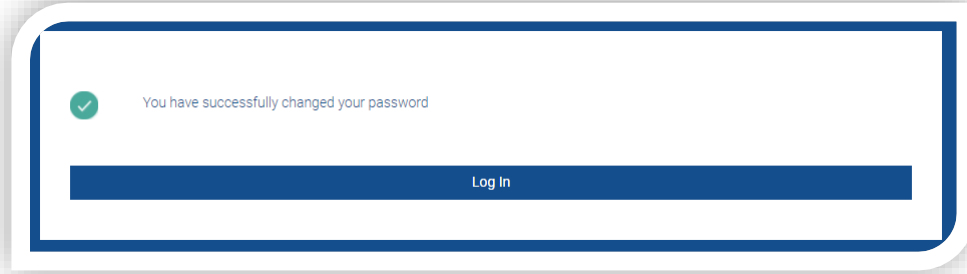
- On the email, click on the link or paste the link to your favorite browser



- Type your **New Password**, reconfirm your **New Password**, and click on **Submit**



- If everything was typed correctly, you have re-set your password



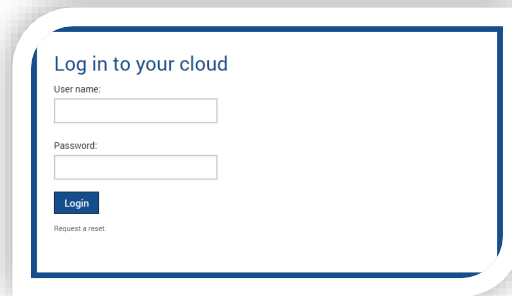
II. Change Password

Two ways: From the **Web Portal** or from the **GIOCloud Portal**

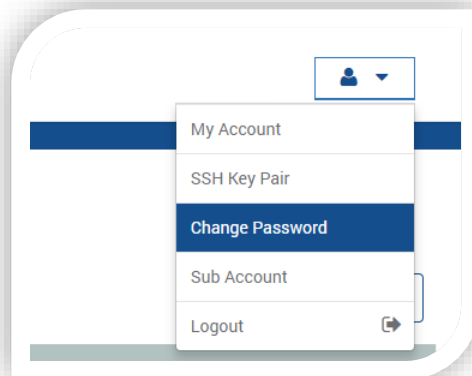
A. From the Web Portal

Go to: <https://myportal.leapgio.cloud/>

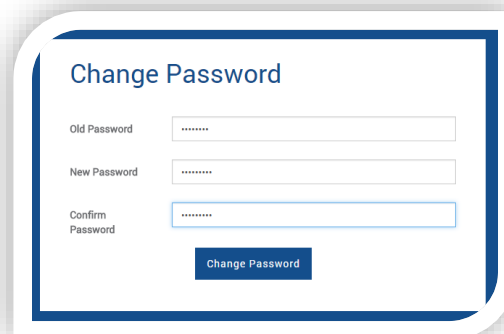
Log in into the web portal using your current login and password.



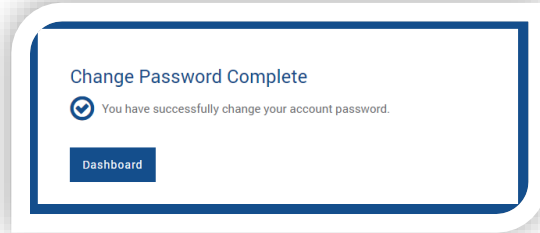
- On the **Personal Menu** located on the top right corner of the page, click on **Change Password**



- Type the **Old Password** and the **New Password**, re-type the **New Password**, and click on **Change Password**



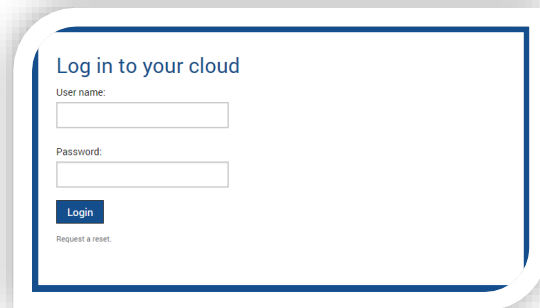
- If everything was typed correctly, you have changed your password



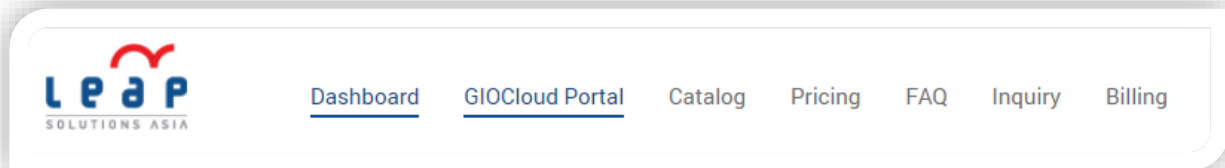
B. From the CPBM Portal

Go to: <https://myportal.leapgio.cloud/>

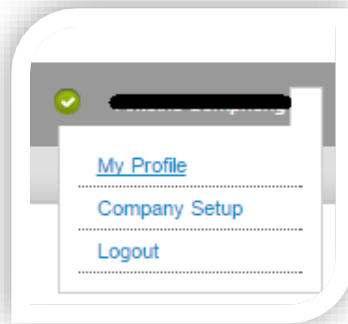
Log in into the web portal using your current login and password.



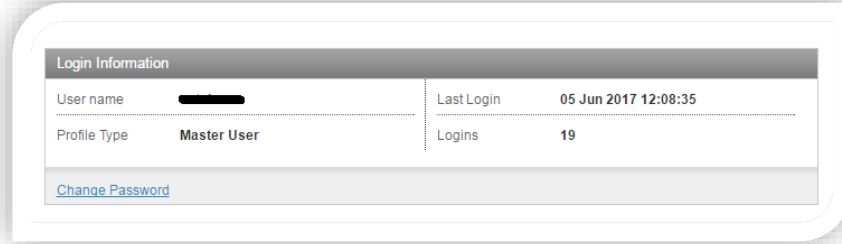
- Click on **GIOCloud Portal** located on the horizontal top menu



- On the **Personal Menu** located on the top right corner of the **GIOCloud Portal**, click on **My Profile**



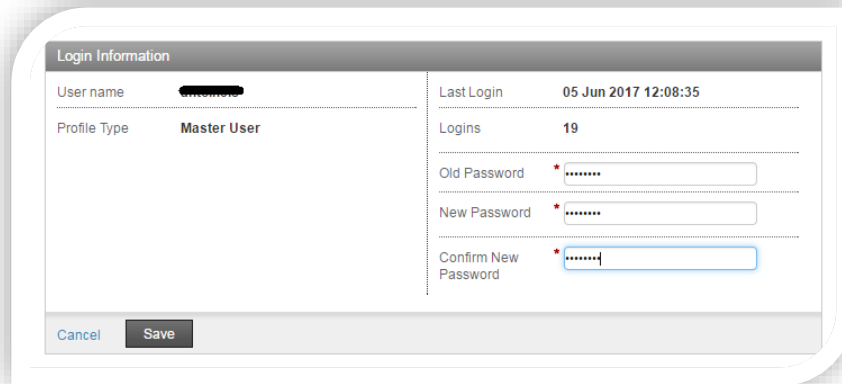
- Under the **Login Information** section, click on **Change Password**



Login Information	
User name	██████████
Last Login	05 Jun 2017 12:08:35
Profile Type	Master User
Logins	19

[Change Password](#)

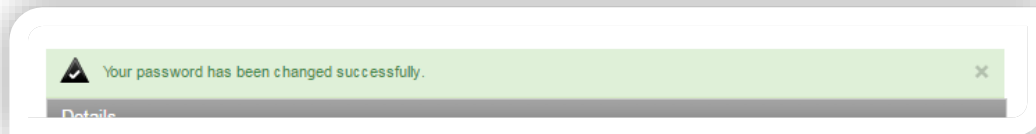
- Type **Old Password** and **New Password**, confirm **New Password**, and click on **Save**



Login Information	
User name	██████████
Last Login	05 Jun 2017 12:08:35
Profile Type	Master User
Logins	19
Old Password	*
New Password	*
Confirm New Password	*

Cancel Save

- If everything was typed correctly, a confirmation of the password can be viewed



 Your password has been changed successfully. ✕

Details

If you have any additional questions please check our FAQ section.

If you still could not find what you were looking for or believe that there was a careless mistake made in this document, please contact our support at support@leapsolutions.co.th or send us your inquiry through our [Inquiry Form](#) located on your Leap GIO Public Web Portal.