

Changing your Passwords:

To change the Account Password, you must contact Sage E-Marketing for ACT! At 866-903-0006.

To change your User Name Password, you can login to your account, and click on ‰dit user Profile+to change your User Name Password.



You will then click on %Rassword+which will bring you to this page.

ne	Your Profile	Email Footer	Email Address	Logo Settings	Distribution	Password	Opt
		Г	UserID Password				
			Enter your password information below:				
			Change Your Password				
				Change You	ır Password		
			Current	Change You t Password:	ır Password		
			Current New F	Change You t Password:	ır Password		

Enter your current User Name Password, then enter your New Password, and Confirm New Password by entering it again. You should see the following message appear, ‰our Password was successfully Changed,+as displayed in the following image.

UserID Password							
Enter your password information below:							
Change Your Password							
Your Password was successfully Changed							
Current Password:							
New Password:							
Confirm New Password:							
Submit							