User Guide: Change Password for eSOMS Admin / User Accounts

CAAS
Civil Aviation Authority of Singapore

Login via **eSOMSPass**

Step 1: Select 'eSOMSPass Login' method

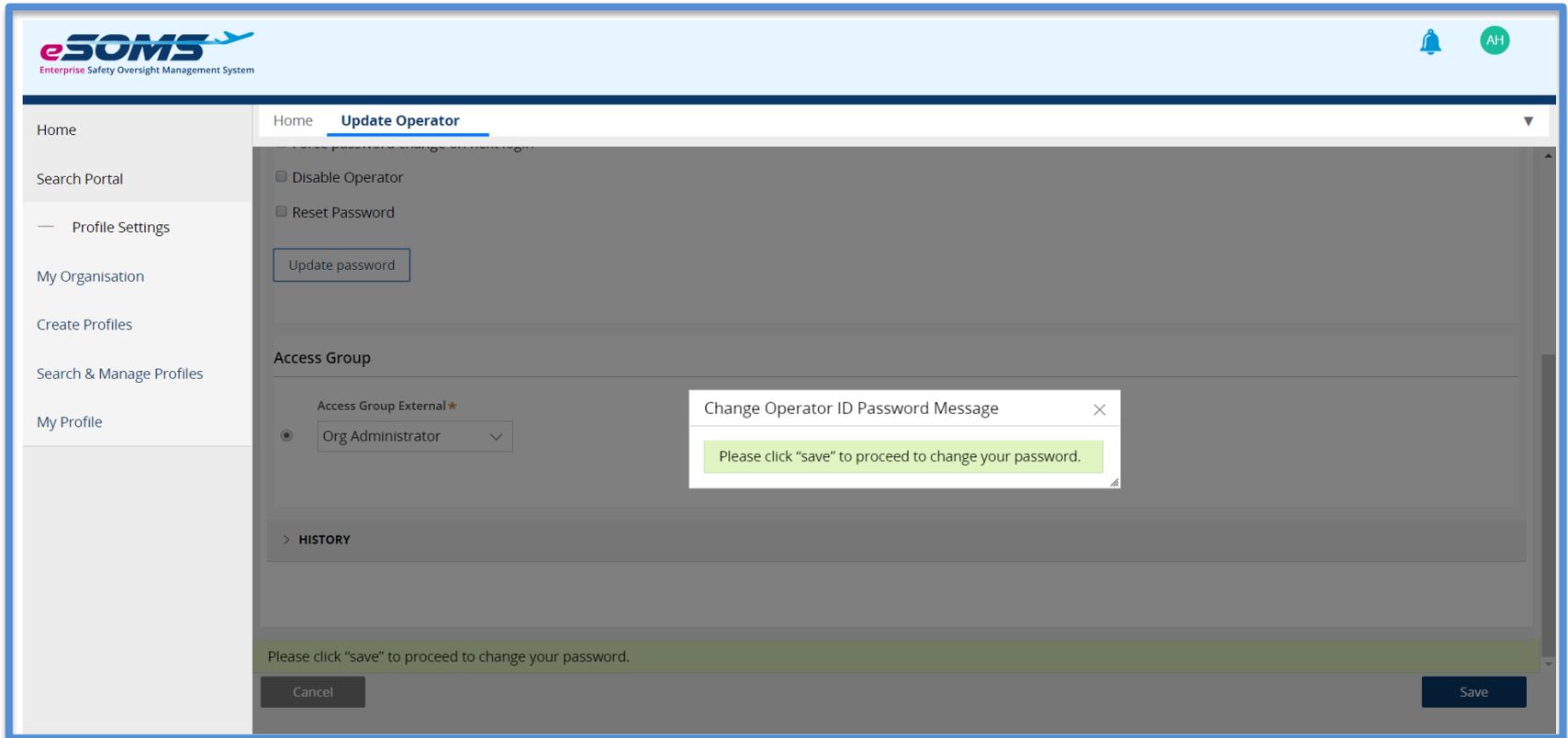# Step 2: Once logged on to homepage, select 'My Profile' under 'Profile Settings'
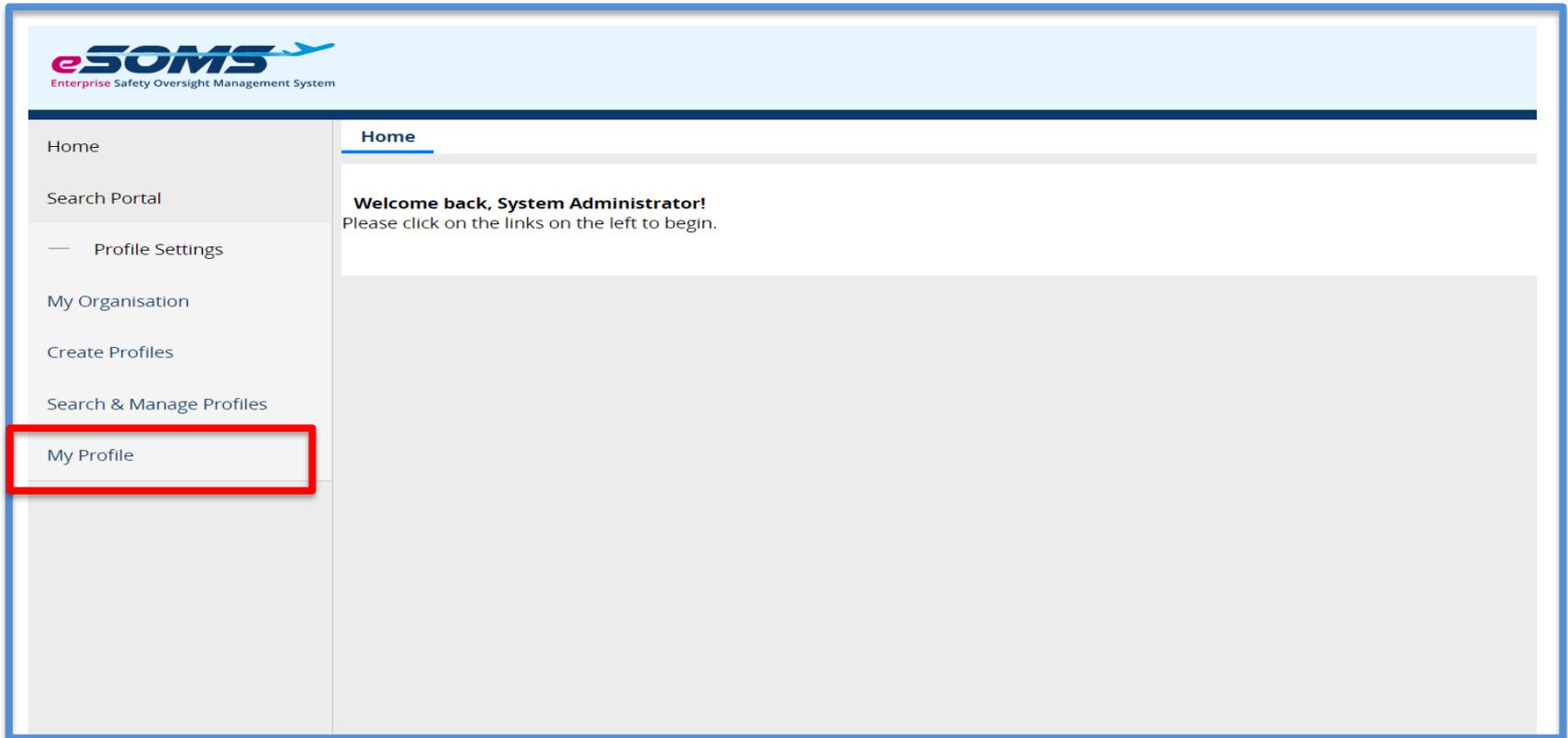
Step 3: Scroll down to 'Security' drop-down tab and select 'Update Password'
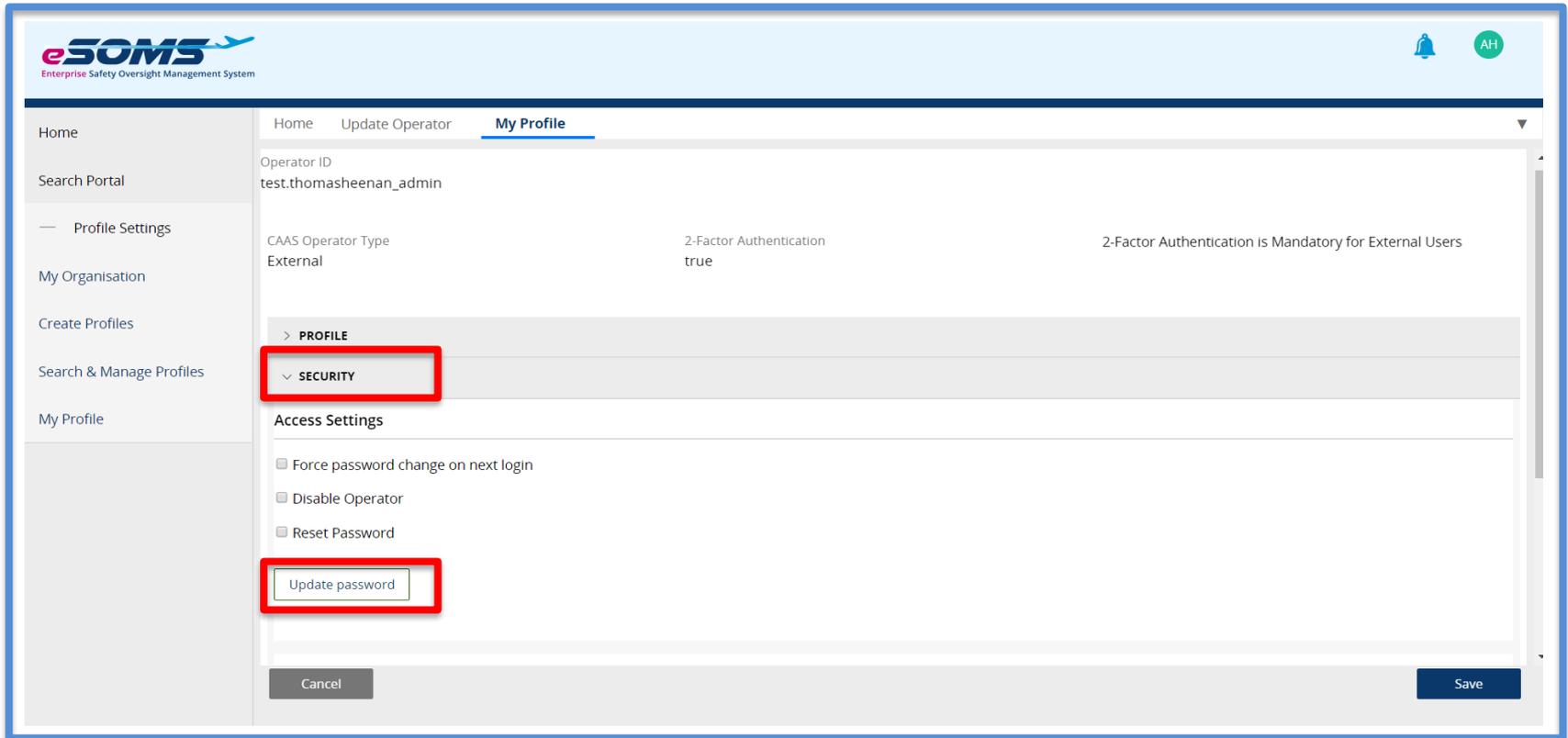
Step 4: Input New Password and select 'Submit'

Step 5: Upon successful submission, a reminder to 'Save' your changes will appear.

Step 6 (Final): Select 'Save' first, and ensure that the system has successfully updated changes as notified in green.