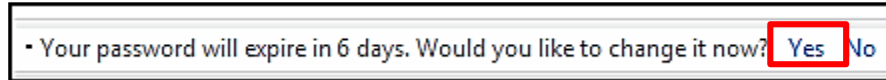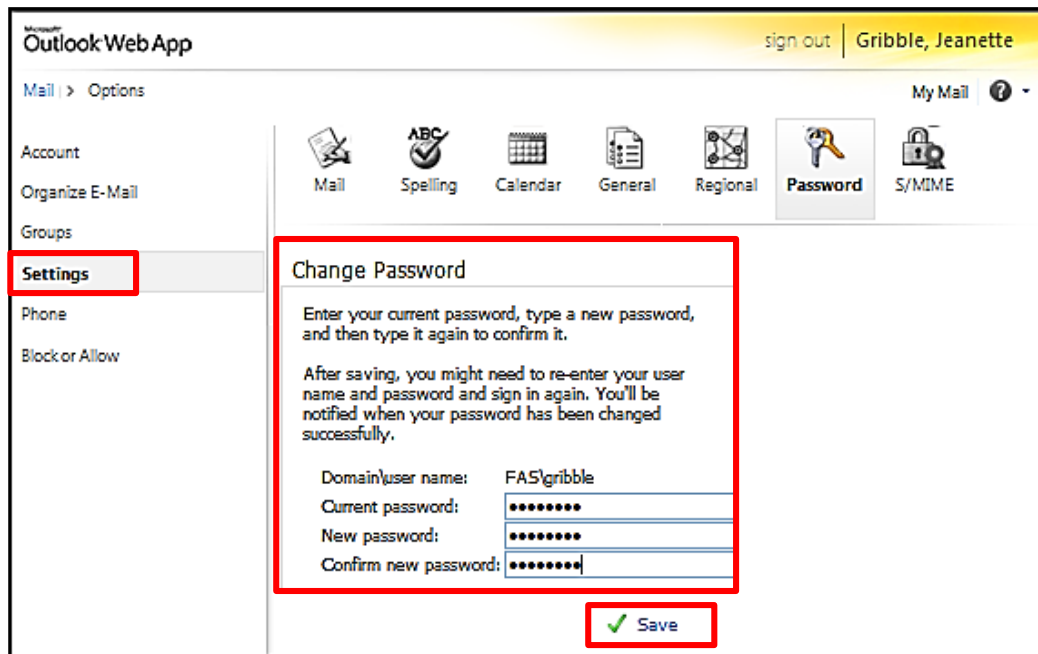# Microsoft Outlook Web Access 2013: Change Password Details

In Microsoft Outlook Web Access 2013 you will get a warning before your password will expired. This message will appear at the top, above your Inbox.

Click **Yes.** You will then be at the **Change Password** area in **Setting** where you type in your current password and your new password twice. Be sure to click the **Save** at the bottom right of window.

Two Other Ways to Change your Password:

Changing your password can be done by clicking **Cntl** + **Alt** + **Delete** keys on any PC computer and choosing **Change Password.**

You also have the ability to change your password before you log into the Gateway.