Password Rules

Creating a Password Rule

- 1. Log in to the backend of the Hub and access the "Users" tab and navigate to "Members".
- 2. Locate the "Password Rules" tab in "Members."
- 3. Click "New" to create a new password rule.
- 4. Choose the rule that you are going to add more regulations to.
- 5. Insert the descriptions that define the rule.
- 6. Insert the failure message if the user fails to meet the correct regulations.
- 7. Input the value?
- 8. Input the group?
- 9. Input the class?
- 10. Click "Save & Close" to save the

Deleting a Password Rule

- 1. Log in to the backend of the Hub and access the "Users" tab and navigate to "Members".
- 2. Locate the "Password Rules" tab in "Members."
- 3. Check the rule's box and then click "Delete" to delete the rule.
- 4. The rule will automatically be removed from the Hub.

Editing a Password Rule

- 1. Log in to the backend of the Hub and access the "Users" tab and navigate to "Members"
- 2. Locate the "Password Rules" tab in "Members."
- 3. Check the rule's box and then click "Edit" to begin editing the rule.
- 4. Click "Save & Close" to save the newly edited material.