

Working with the aACE Default Password

Last Modified on 01/29/2024 8:15 pm EST

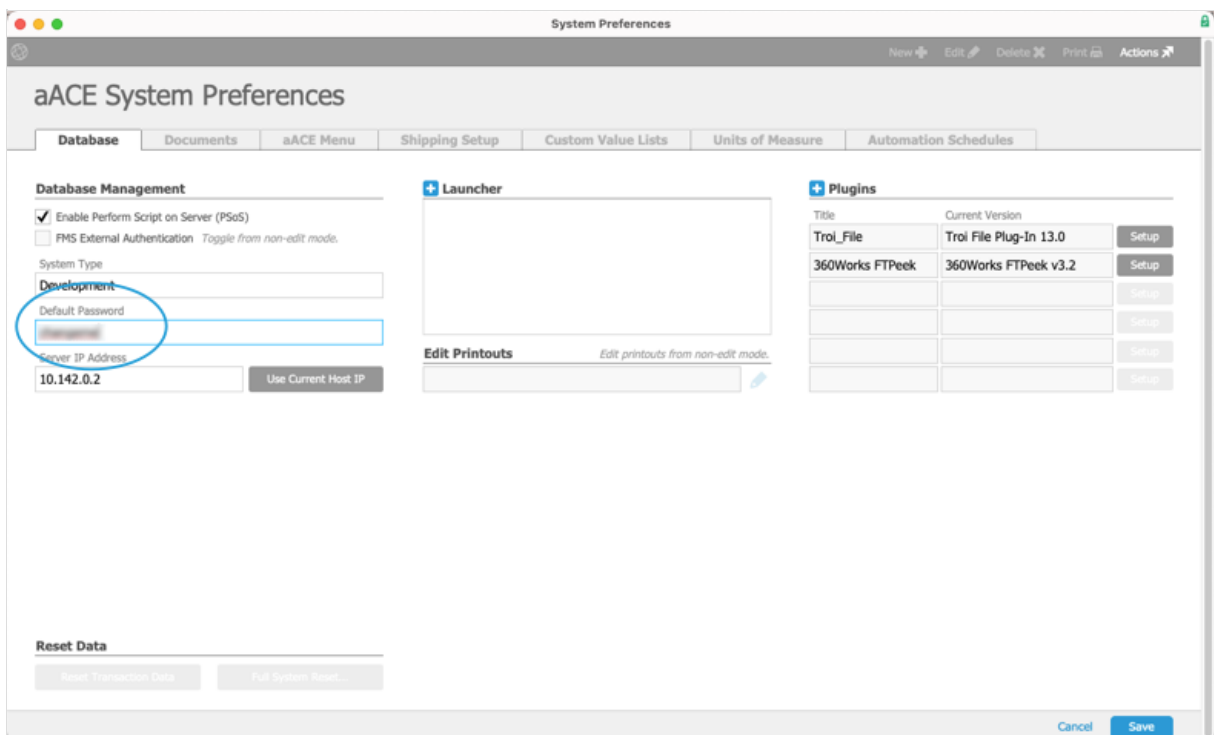
This guide provides information about working with the aACE default password. It is intended for system administrators.

Each aACE implementation stores a unique default password in the aACE [System Preferences](#) (<https://aace6.knowledgeowl.com/help/overview-of-database-preferences>) module. This password is automatically assigned to all new team members. When you reset a user's password, aACE reverts to this password.

Customizing the Default Password

System administrators can update the default password.

1. Navigate from **Main Menu > System Admin > System Preferences**.
2. At the **Database** tab, click **Edit**.
3. In the Database Management section, click the **Default Password** field to display the current password.



4. Enter a new default password, then click **Save**.

