

CARTS Helpdesk

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CARTS Domain Account Password

External Users - Updating CARTS Domain Account Password

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Updating CARTS Domain Account Password for External Users

1. Open <https://cartsselfservice.lsu.edu/> in a new tab or window
2. On the homepage, enter you email id\Username and CARTS password, then choose CARTS from dropdown field and click **Login** button.




Log In


example@la.gov	
Password	
CARTS	

Login



Forgot your password? 



Account locked out? 

3. Once logged in, you will be on the **changed password** tab, if not click on the change password tab

4. Enter the current password in old password field and new password you want to set as per the required policy

Change Password Enrollment

Change Password ?


Old Password

New Password

Confirm New Password

- Minimum length should be at least 8, Minimum Password age is 1 day and cannot be any of the last 3 passwords used
- Must contain at least 1 upper case character(s)

5. Once successful change you will be prompted with password change success notification as similar

 Password reset successful for the following account(s)

- DemoUser -

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6. Sign out and close the browser