

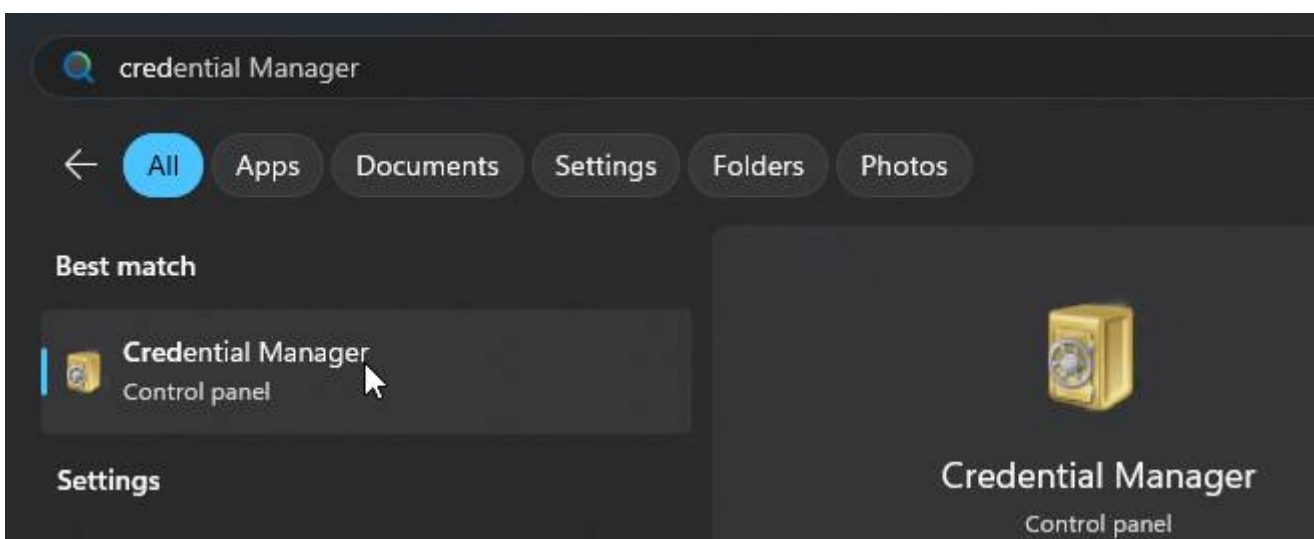
# # Updating Saved Passwords for Network Drives and Printers

If you have recently changed your @education or @schools password, you may need to update the saved password in **Credential Manager** to regain access to your network drives and printers.

## Windows Instructions

### Step 1 — Open Credential Manager

1. Open the **Start Menu**
2. Search for **Credential Manager**
3. Open the app



# Step 2 — Open Windows Credentials

Click **Windows Credentials**.



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# Step 3 — Find Saved Network Drive and Printer Credentials

Look for entries named:

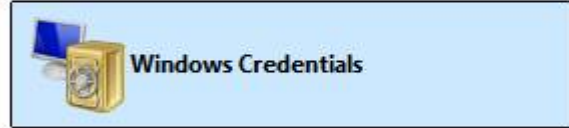
- 10.132.200.95
- 8827SPRINT01
- Any other entries starting with:
  - 10.132
  - 8827

These entries may be used for network drives and printer access.

Click each entry to expand it, then click **Edit**.

## Manage your credentials

View and delete your saved log-on information for websites, connected applications and networks.



[Back up Credentials](#) [Restore Credentials](#)

Windows Credentials

[Add a Windows credential](#)

10.132.200.95 — or 8827SPRINT01

Modified: 15/07/2024 ^

Internet or network address: 10.132.200.95

Username: edu001\10020431

Password: ••••••••

Persistence: Enterprise

[Edit](#) [Remove](#)

# Step 4 — Update Your Password

Update the password field using your **new** `@education` or `@schools` password.

## Edit Windows credential

Make sure that the username and password that you type can be used to access the location.

Internet or network address  
(e.g. myserver, server.company.com): 10.132.200.95

Username:

Password:

## Username Format

### Staff

edu001\username

### Students

edu002\username

Click **Save** when finished.

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# Finished

Your network drives and printers should now reconnect correctly.

If you still have issues:

- Restart your laptop
  - Try printing again
  - Check your network drive access
  - Contact the IT Department if the problem continues
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