

We have received notice from Prepare/Enrich U.S. that all Facilitators with a default password of their last name to require to update their password.

我們收到通知所有協談員用他們的姓氏作為密碼的，請盡快更新你們的密碼。

Your password is due to expire on **December 12th 2017**. Please change the password as soon as possible. If it is not changed before December 12th, you will be prompted to change it before you can log in to your account.

您的密碼將於 2017 年 12 月 12 日到期。請盡快更改密碼。如果在 12 月 12 日之前沒有更改，系統會提示您更改它，然後才能登錄到您的帳戶。

Steps:

1. Login to your PREPARE/ENRICH Account.
登錄您的 PREPARE / ENRICH 帳戶
2. Click on "Update Account" then select "Update Password".
點擊“更新帳戶”，然後選擇“更新密碼”

We encourage you to update your profile to verify your contact information on file is accurate; especially the email address since this will be used to reset passwords in the future.

我們鼓勵您更新您的個人資料，以驗證您的聯繫人信息是否準確;尤其是電子郵件地址，因為這將用於將來重置密碼。

Please take this opportunity to inform your customer base of this upcoming change. After December 12th all passwords that are last name will be reset and the facilitator will need to use their email address to update the password. 請藉此機會通知 P/E 協談員。12 月 12 日之後，所有用姓氏作為密碼將被重置，協談員將需要使用他們的電子郵件地址更新密碼。

Sorry for the short notice but we just received the final standing on the updates this past week.

對不起，很短的通知，但我們也是剛剛收到美國通知。

Passwords will be required to be: 密碼將要求是

- 10 – 20 characters in length 10 - 20 個字符的長度
- Include a combination of letters and numbers 包括字母和數字的組合

- Will be case-sensitive 將區分大小寫

The new password cannot include information on their account such as name or Account ID

新密碼不能包含他們的帳戶信息，例如姓名或帳戶 ID

If you have questions, please contact me.

如果您有任何問題，請與我聯繫。