

## TUTORIAL PARA MUDANÇA DA SENHA DO E-MAIL INSTITUCIONAL.

Para mudar a senha do e-mail institucional, na página inicial do portal “SEP”, clica-se no ícone “G” a qual é destacado na figura abaixo:

The screenshot shows the UnirG student portal interface. At the top, the user's name 'Andressa A. Ribeiro' and the course 'ENGENHARIA CIVIL - ENG CIV-NOT/3-M1 - Ativa' are displayed. The main area is divided into three sections: 'Espaço do Aluno' on the left with a navigation menu, 'Serviços Online' in the center with various service icons, and 'Calendário' on the right. The 'Calendário' section shows a calendar for March 2021 and lists class schedules. A red box highlights the Google 'G' icon in the top right corner of the calendar widget, with a red arrow pointing to it from the text above.

Após o clique, o sistema abrirá a janela, onde deve-se digitar a nova senha, tanto no campo NOVA SENHA, quanto no campo CONFIRMAÇÃO SENHA NOVA, e por fim clicar no botão ALTERAR. Segue abaixo a figura:

The screenshot shows the same UnirG student portal interface, but with a modal dialog box open for changing the password. The dialog box is titled 'Atenção' and contains the following fields: 'Usuário Atual' (filled with 'Andressa A. Ribeiro'), 'Conta Gsuite' (filled with 'andressaaribeiro@unirg.edu.br'), 'Senha Nova' (highlighted in yellow with a red arrow), and 'Confirmação Senha Nova' (highlighted in yellow with a red arrow). At the bottom of the dialog box, there is a button labeled 'Alterar' with a checkmark icon, which is highlighted with a red box and a red arrow. The background shows the same portal interface as the previous screenshot.