

Changing your Oracle Password from within Banner

(This is the password for ePrint, Argos, and Employee Benefits & Tax Information)

1. Visit the employee links page: <https://uaex.edu/links>.
2. Login to Banner using the Banner 9 Login (AD username and password).
3. Search for GUAPSWD.

The screenshot shows a web form titled "Oracle Password Change Form GUAPSWD 9.0 (ACES)". The form contains the following fields:

- Oracle User ID:
- Oracle Password:
- Database:
- New Oracle Password:
- Verify Password:

At the bottom right of the form, there are two buttons: "Save" and "Cancel".

4. Enter your current Oracle Password (*the last password you successfully used for ePrint, Argos, or Employee Benefits & Tax Information or the one you received in an email notification*).
5. Enter a new Oracle Password and then Verify Password. It is recommended to keep it the same as your Active Directory (AD) Password.
6. Click on Save.
(You will have 5 failed attempts before your Oracle account will be locked.)