Tech Info Library

At Ease 2.0: If You Forget the Administrator Password (8/95)

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Revised:        8/14/95
Security:       Everyone
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At Ease 2.0: If You Forget the Administrator Password (8/95)

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TOPIC ---

This article describes what to do if you are an At Ease 2.0
administrator and you have forgotten the administrator's password.

DISCUSSION --

If you forget the administrator password, you can set a new one.
However, doing this will turn At Ease off and reset the user greeting
to "Welcome to At Ease" (if you had changed it).

To reset the administrator password:

Step 1

Turn off the Macintosh.

Step 2

Insert a disk with system software on it into your floppy drive. If your
computer came with a disk called "Disk Tools," use it. If not, use a backup copy
you made using Apple Backup.

Step 3

Turn on the Macintosh.

Step 4

Open the System Folder of your usual startup disk (probably on your hard drive).
Do not open the System Folder on the floppy disk you are using to start up.

Step 5

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Open the At Ease Items folder inside your System Folder.

Step 6
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Find the At Ease Preferences file and drag it into the Trash.

Step 7
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Hold down the Option key while you choose Empty Trash from the Special menu.

Step 8
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Choose Restart from the Special menu, and the floppy disk automatically ejects from the drive.

Step 9
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Open the At Ease Setup program.

Step 10
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Choose Administrator Password from the Options menu. The Administrator Password screen appears.

Step 11
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Type the new administrator password in the upper box. It can be up to 15 characters. Type it again in the middle box to confirm it. (Dots appear in place of letters to keep the password confidential).

Step 12
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Type a clue in the lower box to help you remember this password. The clue can be up to 63 characters.

Step 13
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Click OK.

Article Change History:
14 Aug 1995 - Corrected minor typo.
08 Aug 1995 - Added keyword and reviewed for technical accuracy.
06 Jan 1994 - Corrected step 8.

Support Information Services

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