# User Account Management Service my.uniwa.gr

Last update: 12/5/2023

#### **Description**

The User Account Management Service is a web-based service which give the user the ability to:

- change their password
- add or change their account recovery mail.
- Reset their account password.

## Change password instructions

If a user wants to change his account password, he should follow the below steps:

- 1. Open using a browser the page https://my.uniwa.gr
- 2. Input his account credentials and press "Connect".

Παρακαλώ εισάγετε τα στοιχεία του λογαριασμού σας.
my.uniwa.gr
Όνομα Χρήστη : π.χ. cs16299
Συνθηματικό :
Σύνδεση
Password Reset

3. Then he should go the tab "Change Password", insert the new password (twice) and press the "Update" button. If the new password complies with the system restrictions, then the message "Your account is updated!" will appear at the top of the page.

Account			
NAN PARA	User Info FullName : ΔΟΚΙΜΑΣΤΙΚΟΣ ΧΡΗΣΤΗΣ Deactivation : 05/07/2014		
MUERSITY OF WEST ALL	Change Password Recovery Mail		
Account	Password Change Password : Password 2:		
Exit	ALERT: The password has to contain letters, one number and one special characters: _, -, !, @, #, \$, %, ^, *, [, ], (, ), ?. Also cannot contain the username and has to be equal or larger to 8 digits.		
	Update		
Account			
NUT THIN IO AVIINT PHIKHE	6		
TANEN	Your account is updated		
HANNERS CONTRACTOR	Oser Into       FullName     : ΔΟΚΙΜΑΣΤΙΚΟΣ ΧΡΗΣΤΗΣ       Deactivation     : 05/07/2014		
V P OF WES	Change Password Recovery Mail		
Account	Password Change		
Exit Password : Password2:			
ALERT: The password has to contain letters, one number and one special characters: _, -, !, @, #, \$ ^, *, [, ], (, ), ?. Also cannot contain the username and has to be equal or larger to 8 digits.			
	Update		

### **Setting Recovery Mail Address Instructions**

If a user want to add a new Recovery Mail Address or update the current one, he should:

- 1. Open using a browser the page https://my.uniwa.gr
- 2. Input his account credentials and press "Connect".
- 3. Go the tab "Recovery Mail".
- 4. If there is a current Recovery Mail, first delete it.

Account		
SUTININO AVTINATION PUTIN	User Info FullName : ΔΟΚΙΜΑΣΤΙΚΟΣ ΧΡΗΣΤΗΣ Deactivation : 05/07/2014	2
CANAGASITY OF WEST ATT	Change Password Recovery Mail	]
Account	Recover Mail :	
Exit Update		
	Opdate	

5. Insert a new Recovery Mail (e.g name@gmail.com) αnd press "Sent Key".

Account		
A KINA A	User Info FullName : ΔΟΚΙΜΑΣΤΙΚΟΣ ΧΡΗΣΤΗΣ Deactivation : 05/07/2014	?
EN HRSTY OF WEST HIT	Change Password Recovery Mail	
Account	Recover Mail : Sent Key	
Exit	KeyNumber (32digits):         A 32 digits KeyNumber has been sent. Please fill the above field with the received KeyNumber to validate the Update.	
	Update	

6. The he should access his recovery mail, and open the message that he received from our app.

Subject UNIWA:: Recovery Email Verification
====== English text follows =======
Dear teststudent,
Someone requested the activation of email recovery to an external address (second general.com).
To proceed please enter the following code: 7218c968959a34809b729586ed322028
If you don't want this change, please ignore this message. To keep your account secure, keep this message safe and do not forward it to third parties.

7. In this email, there a 32digits keynumber. He should take this keynumber with copy/paste and copy it into the "KeyNumber (32digits)" field.

Account		
SUTTIN 10 AYTING A	User Info FullName : ΔΟΚΙΜΑΣΤΙΚΟΣ ΧΡΗΣΤΗΣ Deactivation : 05/07/2014	2
CHUTTRESTY OF WEST HIT	Change Password Recovery Mail	
Account	Recover Mail : @gmail.com Sent Key	
Exit	KeyNumber (32digits): 7218c968959a34809b729586ed322028 A 32 digits KeyNumber has been sent. Please fill the above field with the received KeyNumber to validate the Update.	
	Update	

8. Lastly he should press the "Update" button. If the keyNumber was copied correctly, the message "Your account is updated!" will appear at the top of the page.

Account		
THANIO AYTIKKA	2	
MAN ATTACK	Your account is updated!         User Info         FullName       : ΔΟΚΙΜΑΣΤΙΚΟΣ ΧΡΗΣΤΗΣ         Deactivation       : 05/07/2014	
Account	Change Password Recovery Mail	
Exit	Decever Meil	

#### **Recover Password Instructions**

If a user has lost his password, he can reset it by following the below steps.

1. Open using a browser the page https://my.uniwa.gr

Please insert your login credentials.		
my.uniwa.gr		
UserName : e.g cs16299		
Password : Connect		
Password Reset		

2. Press the "Password Reset" button.

Please insert your login credentials.		
my.uniwa.gr		
UserName : e.g cs16299		
Password :		
Connect Password Reset		

3. Insert his account username (e.g cs323232) and his recovery mail. The press the "Send" button.

Please insert you personal recovery mail address κωδικού (gmail.com, yahoo.gr, etc)			
my.uniwa.gr			
UserName : e.g cs16299			
Recovery Mail : e.g my_personal_mail@gmail.com			
Send	<u>Return</u>		
Please insert you personal recovery mail address κωδικού ( gmail.com, yahoo.gr, etc)			
κωδικού ( gmail.com, yahoo.gr, etc)			
κωδικού ( gmail.com, yahoo.gr, etc)			
κωδικού (gmail.com, yahoo.gr, etc)			

An email has been sent to you recovery mail address containing all the required informations f	or creating a new password.
my.uniwa.gr	
UserName : teststudent	
Recovery Mail : @@gmail.com	
Send	
Help Retu	m

4. The he should access his recovery mail, and open the message that he received from our app.

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2025/06/12 16:57	7/8	User Account Management Service - my.uniwa.g
Subject UNIWA:: Recovery mail add	ress	
Dear teststudent,		
You can create a new passwor	rd using the following link :	
Create New Password		
If you don't want this change,	, please ignore this message.	To keep your account secure, keep this message safe and do not forward it to third parties.

5. In this email, he should find a link with the name "Create New Password". By opening the link, he will be redirected in a web page, where he can fill in a new password for his account.

	Please insert new password	
STATE AND APTIMAL PHILE	my.uniwa.gr	
Password :		
Password2 :		
	Update	<u>Return</u>

**IMPORTANT NOTICE**!!!: The password has to contain letters, one number and one special characters: \_, -, !, @, #, \$, %, ^, \*, [, ], (, ), ?. Also cannot contain the username and has to be equal or larger to 8 digits.

6. Lastly he should press the "Update" button. If the new password complies with the restrictions a message "Your account is updated!" will appear at the top of the page.

Update was succefully!	
my.uniwa.gr	
UserName : e.g cs16299 Password :	
Connect	
Password Reset	

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