

附件：

密码安全要求及统一身份认证密码修改 操作步骤

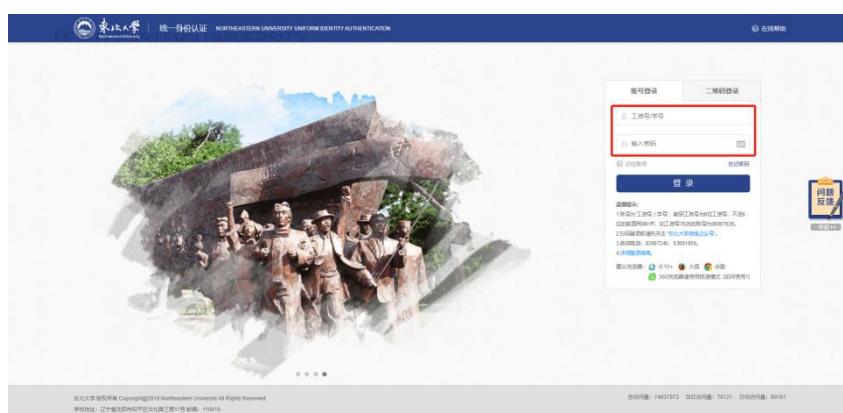
一、密码安全要求

1. 密码越长越好，长度不要少于 8 个字符，长度上限参考相应系统设置；
2. 密码应同时包含大写字母、小写字母、数字、特殊符号中的三种及以上；
3. 密码中不应包含跟个人有关的信息，如学工号、姓名、生日、用户名、手机号码、身份证号等；
4. 密码中不要有类似 admin4321、password!@#、abcd1234、qwer3344、1q2w3e4r 等常见键盘、英文单词和简单拼音组合；
5. 密码应被妥善保管，并定期更换（建议值为 180 天）。

二、正常登录用户密码修改的操作步骤

1. 访问东北大学统一身份认证平台：

<https://pass.neu.edu.cn>



2. 点击账号设置。

The screenshot shows the Northeast University homepage. At the top right, there is a navigation bar with links for 'My Home', 'Application Center', and 'Account Settings'. A large red arrow points upwards from the bottom towards the 'Account Settings' link. Below the navigation bar, there are several sections: 'My Pending Tasks' (with OA, Research, and Asset management), 'My Courses', and 'University Big Data Display' which includes charts for dining and shopping analysis.

3. 点击安全设置，按系统提示完成密码更改、设置密保手机和密保邮箱。

The screenshot shows the 'Account Settings' page. The 'Security Settings' tab is highlighted with a red box. Below it, there are fields for 'Original Password' (with a placeholder '*****'), 'Mobile Phone' (with a placeholder '136****'), 'Email' (with a placeholder '123@163.com'), and a 'Bind Device' section with a 'Bind' button. The entire 'Mobile Phone' and 'Email' section is also highlighted with a red box.

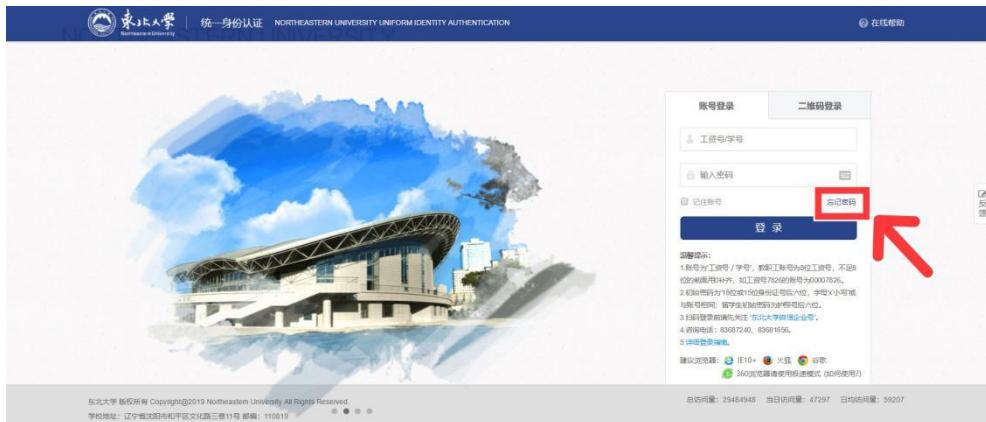
三、忘记密码用户密码修改的操作步骤

1. 如果您曾设置过密保手机和密保邮箱，可按以下操作完成密码重置：

(1) 登录东北大学统一身份认证平台：

<https://pass.neu.edu.cn>

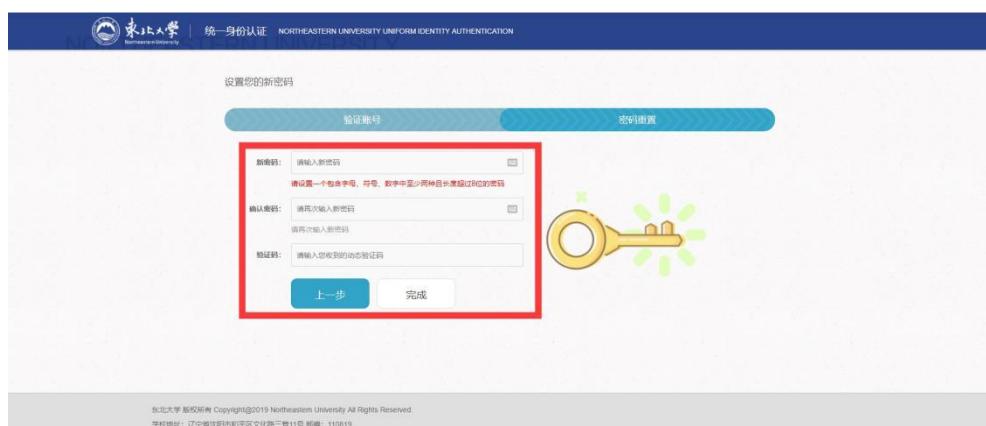
(2) 点击忘记密码。



(3) 填写验证信息。



(4) 根据提示完成密码修改。



2. 如果您未曾设置过密保手机和密保邮箱，可通过以下操作完成密码重置，恢复登录权限：

(1) 访问一网通办平台办事服务大厅：

<https://ehall.neu.edu.cn>



(2) 搜索统一身份认证平台密码重置申请，并按系统提示完成密码重置申请。



四、个人登录日志查看步骤

1. 点击“账号设置”。

The screenshot shows the user's dashboard with several sections: '我的待办' (My Pending Tasks) with OA (0 items), 研究 (0 items), and 大厅 (35 items); '我的课程' (My Courses); '校情大数据展示' (University Situation Big Data Display) with charts for 餐饮分析 (Food Analysis) and 购物分析 (Shopping Analysis); and a bottom section for '我的待办' (My Pending Tasks) with 科研 (0 items), 资产 (0 items), and 大厅 (0 items).

2. 点击“我的登录日志”，即可查看个人账号的登录情况。如有可疑登录，请及时致电 024-83687240 咨询。



The screenshot shows the 'Account Settings' section of the Northeastern University website. At the top, there are links for 'My Home', 'Application Center', and 'Account Settings'. Below this, a sub-menu for 'Account Settings' is shown with a red arrow pointing to the 'Login Log' tab. The 'Login Log' tab is highlighted in blue. Below the tabs, there is a search bar with fields for 'Login Time', 'IP', and other filters, followed by a 'Search' button and a 'Clear' button. A table header for the login log is visible at the bottom.