Change or delete your password(s) for your Microsoft and Local accounts

NOTE: YOUR MICROSOFT ACCOUNT REQUIRES A PASSWORD; YOUR LOCAL ACCOUNTS DO NOT REQUIRE A PASSWORD.

1. Go to **Settings** (Winkey + I).
2. Click on **Accounts.**
3. Click on **Your info** to verify your current active account.
4. Click **Sign-in options** in the left column**.**
5. If your Local account has a password, it can be removed here.
   If your Local account has no password, it can be added here.
   Your Microsoft account must have a password. However, it can be changed here; you can also add, change, or remove the four-digit pin here.