

Subaccount Initial Password Guide

Overview

This document explains a Subaccount user's experience when you request that they set their initial password.

New Subaccount invitations

In the *Add User* section of cPanel's *User Manager* interface (*cPanel >> Home >> Preferences >> User Manager*), you can prompt the Subaccount user to set their initial password. When you select that option, the following details the user's experience:

Note:

To start the process, create a new Subaccount and select the *The user will set the account password.* option.

1. The Subaccount user will receive a welcome email.

Sample Email

```
From: cPanel for example on example.com <sample1@example.com>  
Subject: [example.com] Welcome to your new account: john@example.com  
To: john.connor@skynet.net
```

Welcome to example.com!
Your new account username is john@example.com.

Note: Before you can use your new account, you must set your password at the following URL:
<https://server.example.com:2083/invitation?user=john@example.com&cookie=wWqgnW3aLzrSDdyX>

The system generated this notice on Thursday, Aug 29, 1997 at 6:14:44 AM UTC.

Do not reply to this automated message.

2. The user will click on the provided URL.
3. The cPanel interface will prompt the user to set a password.



Welcome to cPanel. Before you can get started with your new account, you must set a password for **john@example.com**.

New Password

| | | |
|--|-------------------------|---|
| | Enter your new password | |
| | Generate | ▼ |

Confirm Password

| | |
|--|---------------------------------|
| | Enter your new password, again. |
|--|---------------------------------|

[Set Password](#)



Copyright© 2016 cPanel, Inc.

4. They will enter and confirm the new password in the appropriate text boxes and click *Set Password*.
5. The system will confirm that the user set their password and list the Subaccount's active services.



You have updated your account's password.

If you access your **Email** service with a third party client, remember to update the password in your client.

[Log in to Webmail](#)

Additional documentation

[Suggested documentation](#) [For cPanel users](#) [For WHM users](#) [For developers](#)

Subaccount Initial Password Guide

- [Subaccount Initial Password Guide](#)
- [How to Reset a cPanel Subaccount Password](#)
- [How to Reset a cPanel Account Password](#)
- [How to Determine Password Strength](#)

- [Basic Security Concepts](#)
- [How to Determine Password Strength](#)

- [UAPI Functions - UserManager::check_account_conflicts](#)
- [UAPI Functions - UserManager::edit_user](#)
- [UAPI Functions - UserManager::merge_service_account](#)
- [UAPI Functions - UserManager::lookup_service_account](#)
- [UAPI Functions - UserManager::delete_user](#)