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Updating your WordPress password via phpMyAdmin

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Overview:

This guide explains how to reset your WordPress password using the phpMyAdmin tool in cPanel. Familiarity with SQL services is recommended.

Prerequisites:

Before you start, make sure to take a backup of your MySQL database to ensure you can revert any changes if needed.

Method:

- 1. Navigate to your cPanel-hosted service.
- 2. Locate your WordPress database name in the "**wp-config.php**" file. The file will be stored in your WordPress installation directory.
 - In the "wp-config.php" file, under "name of the database for WordPress", you will see the function calling your database name which will read: "define('DB_NAME', 'Database_Name');".
- 3. Click the "phpMyAdmin" tool under the "databases" category.
- 4. Expand the database associated with your WordPress website, (e.g. USER_WP123).
- 5. Find the "**_users**" table. It will have a prefix that would have been defined during the WordPress installation. Click to open the table.
- Identify the user you want to change the password for. (Usually, the "admin" user is found under the "user_nicename" column).
- 7. Select "Edit" on the required user.
- Find the "user_pass" row and select "MD5" in the drop-down list under the "Function" column.
- 9. Enter your new password in the "Value" field.
- At the bottom of the page, make sure the drop down menus state "Save" and "Go back to previous page", then click "Go" in the same box.
- 11. Test the updated credentials at **YOURDOMAIN.COM/wp-login**.

Note:

If you're not comfortable following these steps, don't worry! You can always reach out to our <u>Micron21 Support team</u> to help you reset your password. We'll be happy to assist you and the service will be charged at our standard ad-hoc rate.