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

- Validate your IP address via the Micron21 WebAuth. For more information, you can review our WebAuth article here.
- 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. In a web browser window, go to https://webhostauth.micron21.com

   Complete the reCAPTCHA challenge (the "I'm not a robot" box)
3. Locate your WordPress database name in the "**wp-config.php**" file. The file will be stored in your WordPress installation directory.

    1. 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');**".
4. Click the "**phpMyAdmin**" tool under the "**databases"** category.
5. Expand the database associated with your WordPress website, (e.g. USER_WP123).
6. Find the "**_users**" table. It will have a prefix that would have been defined during the WordPress installation. Click to open the table.
7. Identify the user you want to change the password for. (Usually, the "**admin**" user is found under the "**user_nicename**" column).

8. Select “**Edit**” on the required user.

9. Find the "**user_pass**" row and select "**MD5**" in the drop-down list under the "**Function**" column.

10. Enter your new password in the "**Value**" field.

11. 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.

12. 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 Micron21 Support team 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.