SIGN-IN TO MAX

• Select your institution from the list of facilities or "Other users", if you are unable to find it.

• Enter your personnel number or your e-mail address as user name.

• If your MPI is listed, your password is the one you normally use for MPI services. For "Other Users", your password is the one you use for Max-Planck-wide IT services.

• If you do not know your password, you can reset it under “Forgot your password”.

![Image of login page](https://max.mpg.de)
SIGN-IN TO MAX
Change your password (1/2)

1. MAX-PLANCK-GESELLSCHAFT
   Please enter username (personnel number or e-mail address) and password.
   Username: 121751
   Password: ********
   Don't Remember Login
   Login  Forget your password  Need Help?

2. Reset password
   E-mail-address/Account name:
   Security Code
   Not readable? Try another security code
   Enter characters of security code:
   Send

3. MPG VW: Password reset
   You will than receive an e-mail to your MPI's e-mail address. Please click on the link in the e-mail.

Sehr geehrte(s) Melanie Bühr,
Sie haben auf der Seite https://pws vw mpg de die Rücksetzung Ihres Passworts für Windows-basierte Verwaltungsdiene te der MPG beantragt. Bitte klicken Sie auf folgenden Link, um für Ihr Konto 141212 das Passwort zurückzusetzen:
https://pws vw mpg de/ResetPassword.aspx?user=141212&to=1576517420&token=3a72beee05467b9f575c5986d2100bb37b718e31277833663306f7270751
Falls Sie keine Rücksetzung beantragt haben, können Sie diese E-Mail gefahrlos ignorieren. Bei Fragen wenden Sie sich bitte unter It-helpdesk@mpg.de an den IT-Helpdesk.
SIGN-IN TO MAX
Change your password (2/2)

4. Please enter your new password and re-enter it in the field below.
   The password must fulfill the following specifications:
   - password must be at least eight characters long (letters and numbers)
   - password must contain at least one uppercase letter
   - password must contain at least one digit
   - password must not contain account name, surname or given name
   The last used passwords will be saved in history and cannot be used again.
   Account name: 141212
   New password: ********
   Re-enter new password: ********
   * Mandatory field

Assign a new password according to the specified criteria and enter it twice

5. The password for Windows account name 141212 has been reset successfully.

MPG VW: Password reset for Melanie was successful

You will receive an e-mail notifying you that your password has been successfully reset.

6. Sign in with your new password at max.mpg.de. Please select "Other users" if your institute is not listed.