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If a staff member has accounts in both UNIGRAZonline and TUGRAZonline, it is recommended to change both passwords at the same time once a year.

Since staff members with two accounts also receive two email addresses, it is recommended to set up a forwarding to the own email address. This can be done at the University of Graz under email.uni-graz.at and at the TU Graz in [Outlook WebAccess](#) (this link also contains the how-to). Then you will receive the notification about the expiration of the password.