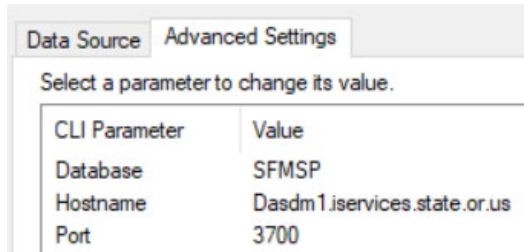# Power BI Desktop: Stored User ID & Password

Background: Power BI Desktop contains a feature that stores your login credentials, when using an Open Database Connectivity (ODBC) connection to a database. Within the programs' Data Source Settings, ODBCs loaded to the program are stored. You must make sure these ODBCs credentials are updated each time you alter your password (Example: DAS Financial Datamart 90-day password change policy). Otherwise, you will have to obtain a password reset. To accomplish a reset with a DAS Financial Datamart ODBC, send your name and User ID (RACF ID) to  DAS.RACFUserAdm@das.oregon.gov.

The instructions below are needed *only* after you have used an ODBC once within Power BI. If your ODBC is not set up (Example: SFMSP), contact your agency tech support for installation. SFMSP ODBC settings are displayed below. (Note: There is also a "Guide to ODBC's" document available from Datamart support.)

Helpful info for agency tech support:
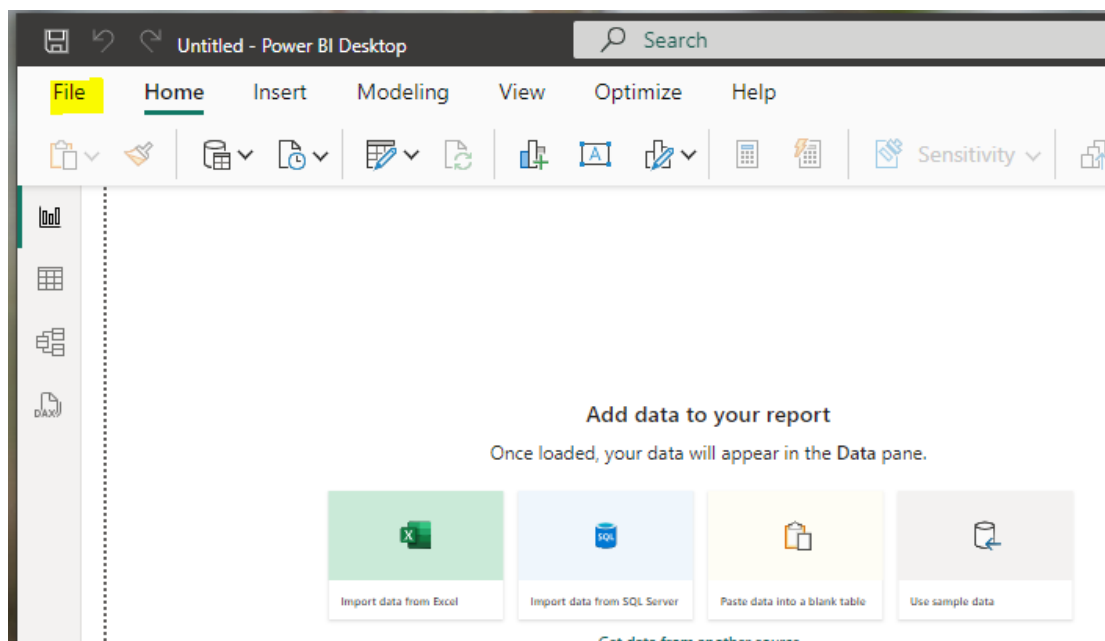
CLI/ODBC Settings - SFMSP

| Data Source | Advanced Settings | |
|---|---|---|

Select a parameter to change its value.

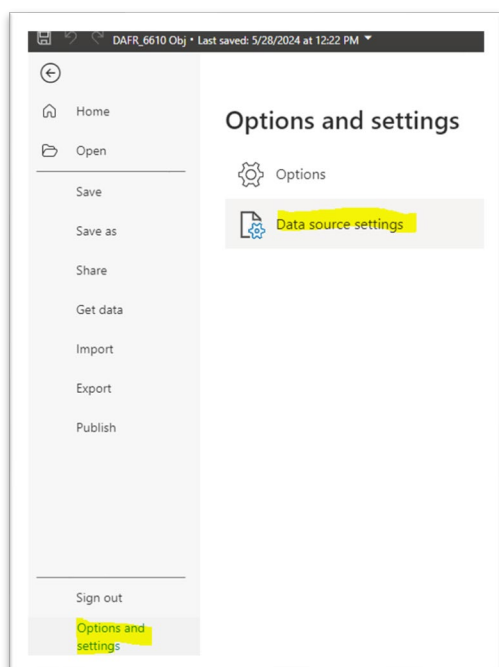| CLI Parameter | Value |
|---|---|
| Database | SFMSP |
| Hostname | Dasdm1.iservices.state.or.us |
| Port | 3700 |

Once you have the ODBC setup properly and have used it once, you can follow the below instructions, when your ODBC credentials change.
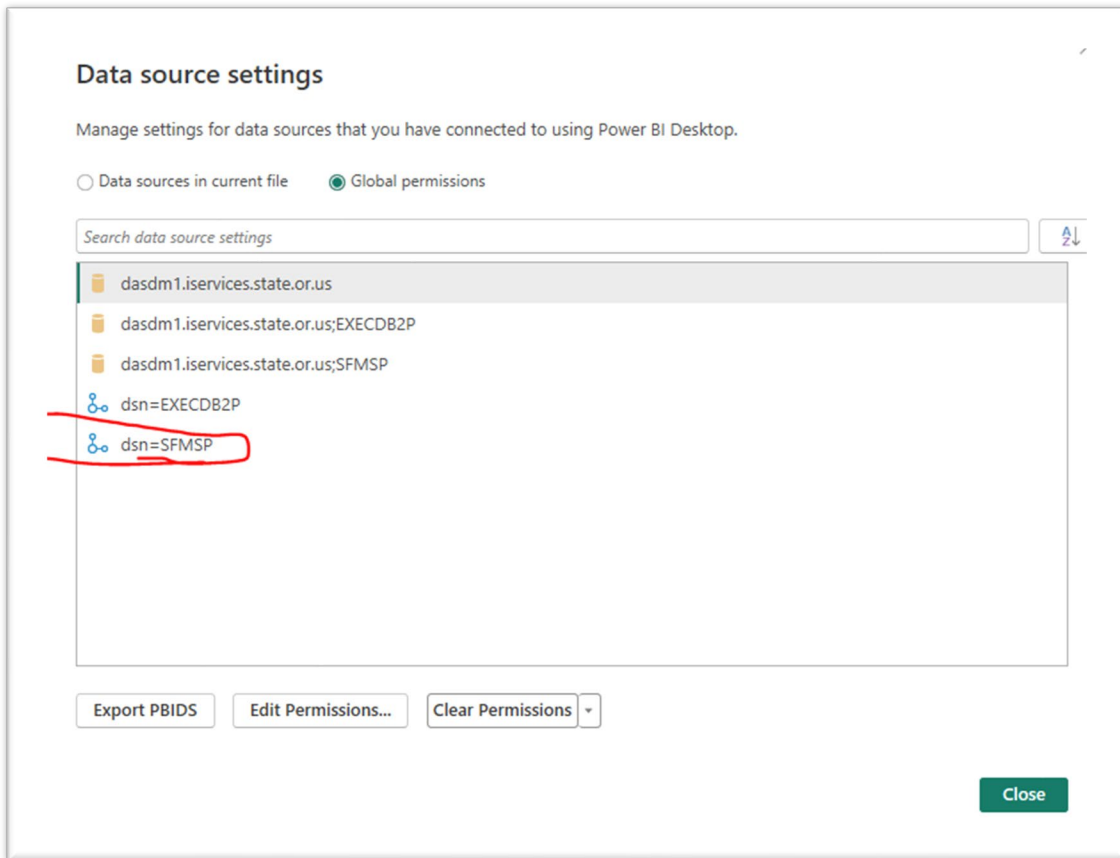
Instruction:

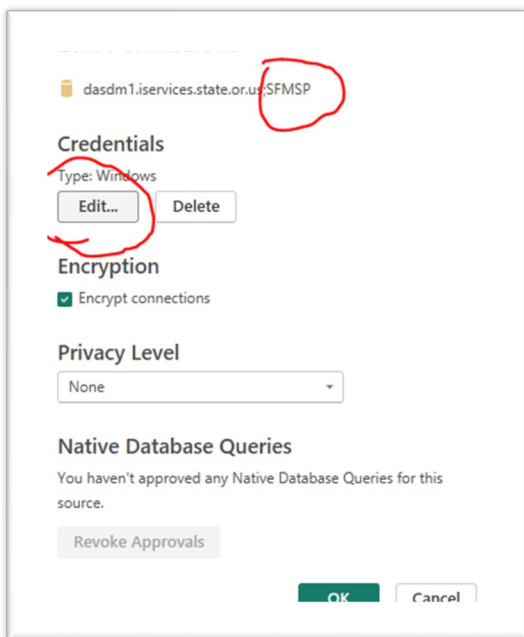1. Open 'Power BI Desktop' and select the "File" menu option.



2. Choose "Options and settings", then "Data source settings" (see screen below).

3.  Select (highlight) the desired data source for editing. Click on the "Edit Permissions..." button.



4.  Click on the "Edit" credentials button. (The Credentials 'Type' may be listed as Windows or Database.)

5. Update your RACF ID and password. (This may be under the 'Database' or 'Windows' tab.)