

## Setting up Webmail

Webmail is a program that will allow users to view their email from anywhere in the world with Internet access.

### Logging In

To begin, login to [Cheap Hosting Manager](#).

**Hosting Manager**

Login below to access and manage your hosting accounts.

Username:

Password:


Then click on the Webmail icon.

The screenshot displays the cPanel Accelerated 2 dashboard. At the top, there is a navigation bar with 'HOME', 'HELP', and 'LOGOUT' links. Below this is a banner for 'cPanel Accelerated 2'. The main content area is divided into several sections:

- Find:** A search box for finding functions quickly.
- Frequently Accessed Areas:** A list of links including Subdomains, FTP Accounts, FTP Session Control, Email Accounts, and Webmail.
- Stats:** A section showing the main domain as 'yourdomain.com.au'.
- Preferences:** A section with icons for 'Change Password', 'Update Contact Info', and a 'Click on Webmail' button. A red arrow points from this button to the 'Webmail' icon in the Mail section below.
- Mail:** A section with icons for 'Email Accounts', 'Webmail', 'SpamAssassin Spam Assassin™', 'Forwarders', 'Auto Responders', 'Default Address', and 'Import Addresses/Forwarders'.

Select any "Go to Secure Webmail Login."

HOME ? HELP LOGOUT




CPANEL 11

### Web Mail

Webmail allows you to check your email from a web browser as opposed to a desktop mail application such as Outlook Express or Thunderbird. This means that you can check your email from any web browser. Please make sure to log out when checking your email on public computers so that other people cannot read your email.

You can check the webmail for any account by logging into [https:// yourdomain.com.au:2096](https://yourdomain.com.au:2096) with the full username (user@domain.com) and password for the email account or by clicking on the below icon.


  
Go to Secure Webmail Login

To check your mail through a desktop application you will need to configure the application. Your mail server is most likely mail.cheapwebsitesaustralia.com. You will need to use the full username (user@domain.com) and password when setting up your account in your desktop mail application. It is a good idea to check "My Server Requires Authentication" as well as most mail servers require this option.

Home ■ Trademarks ■ Help ■ Documentation ■ Contact ■ Logout


Select any Web Service of your liking.

HOME ? HELP LOGOUT




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You are logged in as




Read Mail Using Horde  
[ Enable AutoLoad ]



Read Mail Using SquirrelMail  
[ Enable AutoLoad ]



Free webmail for the masses  
Read Mail Using RoundCube  
[ Enable AutoLoad ]

  
Configure Mail Client

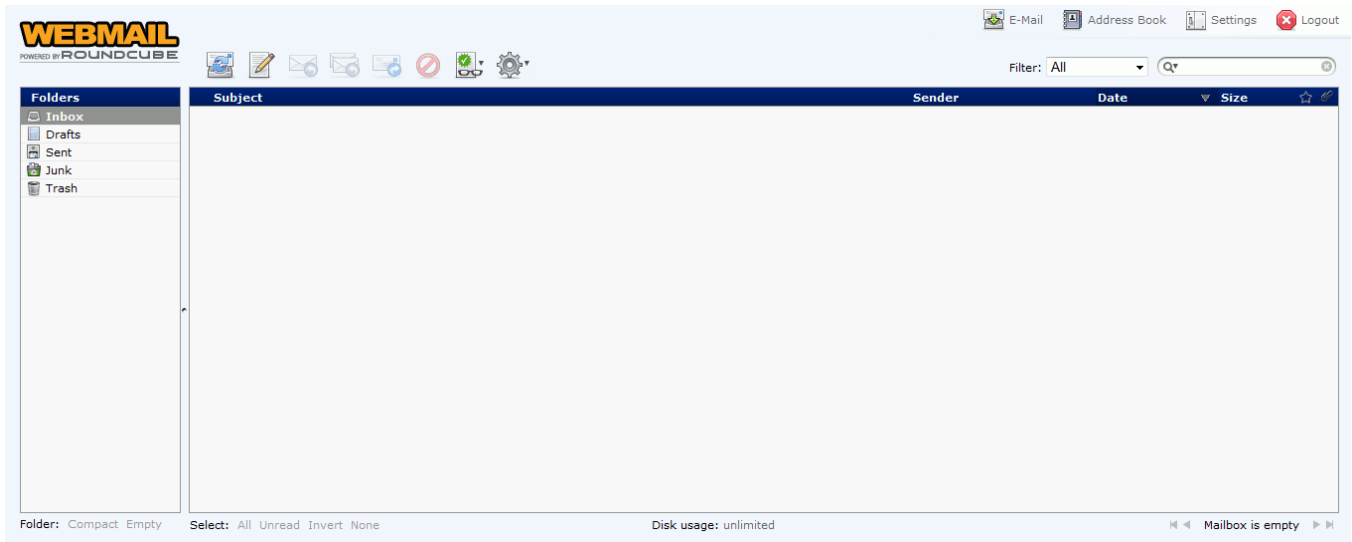
[ Return to cPanel ]

Home ■ Trademarks ■ Help ■ Documentation ■ Logout

## Reading Mail

To read your mail, click the subject of the message. When you've read the message, you can choose from the

following options:



- **Message List** – Choose this option to take you back
- **Delete** – Choose this option to delete the message
- **Previous/Next** – Choose either of these options to move
- **Forward/Reply/Reply All** – Choose one of these options to respond
- **Full View Header** – Choose this option to show
- **View Printable Version** – Choose this option to open
- **Delete & Prev/Delete & Next** – Choose these options to delete

## Tool Bar

Use the tool bar at the top of the page to compose, read, mark or delete an email. The look of the tool bar will vary depending on which program you have chosen.

