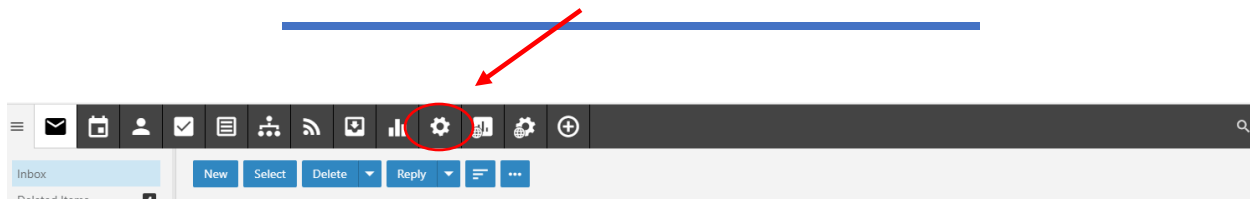


Changing Your Webmail Password

Changing your email password is easy and painless. Just open a web browser to <https://mail.creativeinternet.com> and log in with your full email address and current password. Then follow these steps:

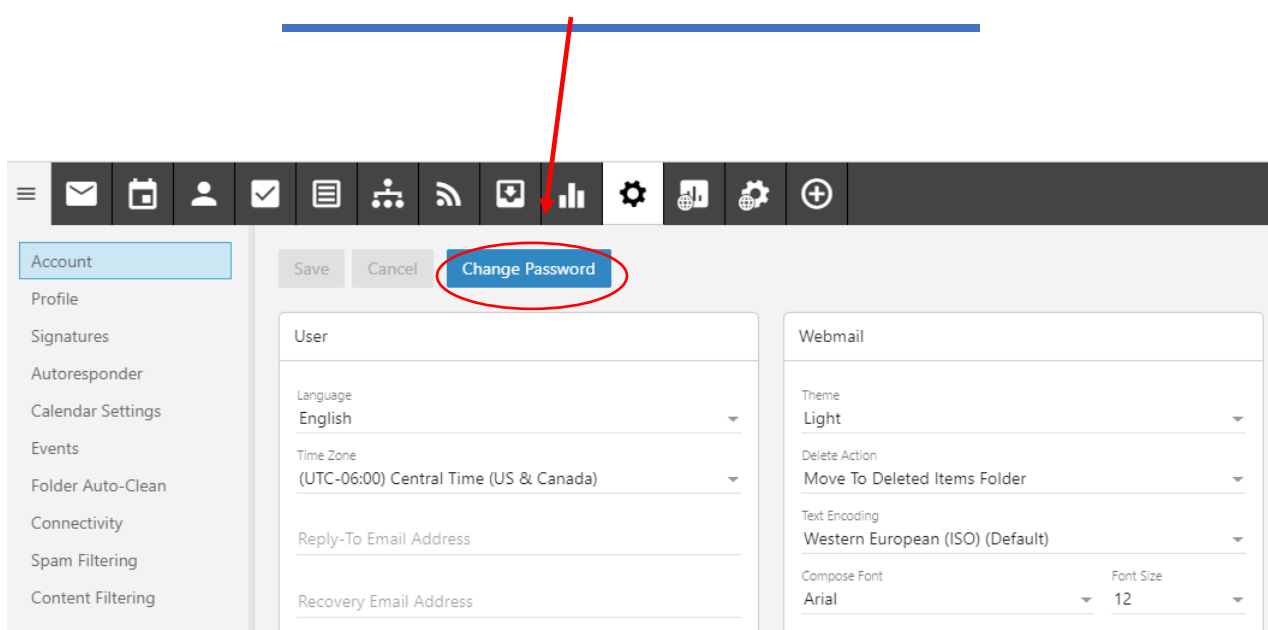
Step 1:

After you log into your webmail
Click on the settings (gear) icon



Step 2:

Then click on Change Password



Step 3:

You will then see a popup that will ask you to enter your old password. Enter the old and new passwords. **Then click save.**

Webmail

Password ?

Old Password
.....

New Password *
.....

Confirm Password *
.....

The new password must meet the following guidelines:

- Contain one UPPERCASE letter
- Contain one lowercase letter
- Does not match your username
- Contain any number 0 through 9
- Contain any special character such as #, @, &, etc.
- Is at least 12 characters long
- Not a common password

Cancel Save

Congratulations!
You have successfully changed your password.
