

Web Studio Seattle | LLC

Using a web browser to send and receive email from any computer connected to the internet

For Linux® web hosting customers

[Windows® customer, please refer to the Windows WebMail document]

Web Studio Seattle support document:	email_webmail
Time required to complete configuration:	n/a
Revised:	August 27, 2007

These instructions describe using a web browser such as Internet Explorer, Firefox or Safari to send and receive email at the mail server (WebMail).

1) Start a web browser.

2) In the address bar, direct the web browser to: mail.yourdomain.com. Do not use "www". *Example: mail.webstudioseattle.com or mail.starbucks.com, etc..*

3) In the resulting screen, enter your full email address (user name) into the top field, and your password into the bottom field.

<i>Full e-mail address example:</i>	jane@yourdomain.com
<i>Password example:</i>	jane32ws

4) Click 'Log In'.

5) In the upper left corner, click "inbox" to view any new email.

If you wish to download the email to a personal computer at a later time, do not delete the mail from the web mail server. You can download the email to your computer at any time using email software such as Outlook, Outlook Express, Eudora, etc..

Use the Options icon, located up/right, to make changes to WebMail's behavior.

If you require assistance, please contact Web Studio Seattle:

Email:	support@webstudioseattle.com
Web:	www.SeattleWebHost.com/support

Thank you for choosing Web Studio Seattle Web Hosting!

■ END