

INGRESAR AL CORREO WEBMAIL

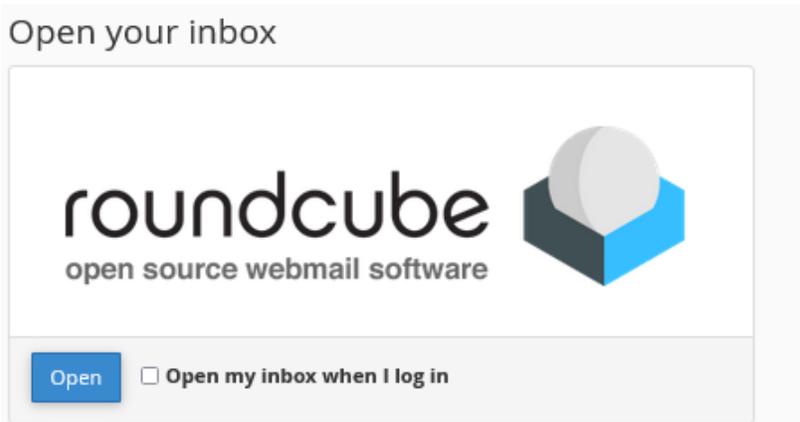


Dirección de correo electrónico

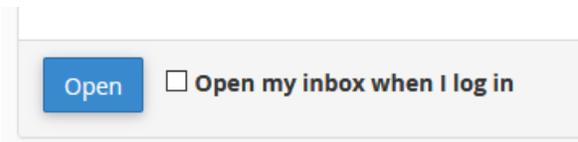
Contraseña

UTILIZAR NOMBRE DEL CORREO [nombre@tudominio.cl](#) Y CONTRASEÑA

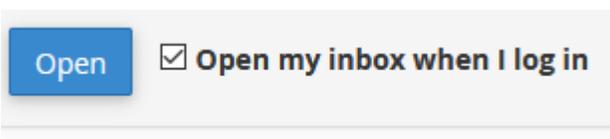
INGRESARÁS AL ESCRITORIO DE WEBMAIL



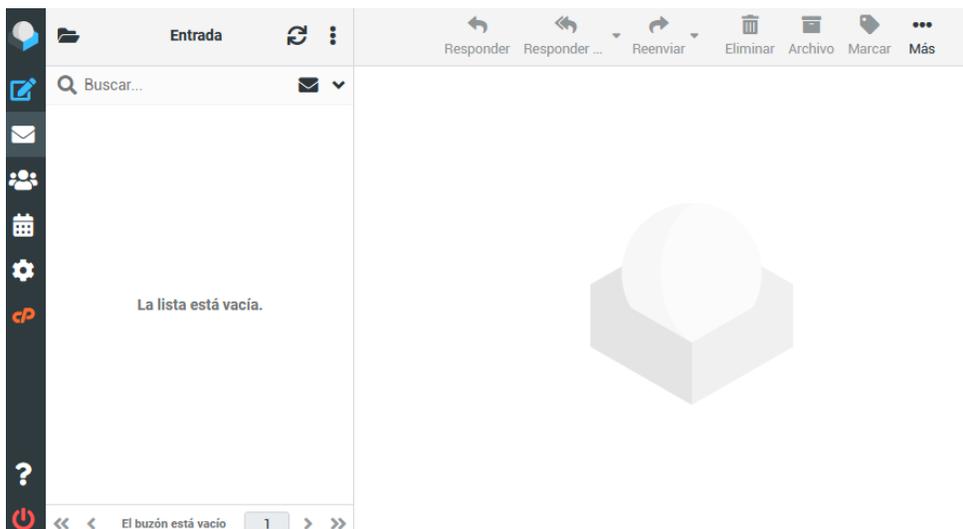
PARA IR A LA BANDEJA DE ENTRADA, APRETAR BOTON OPEN



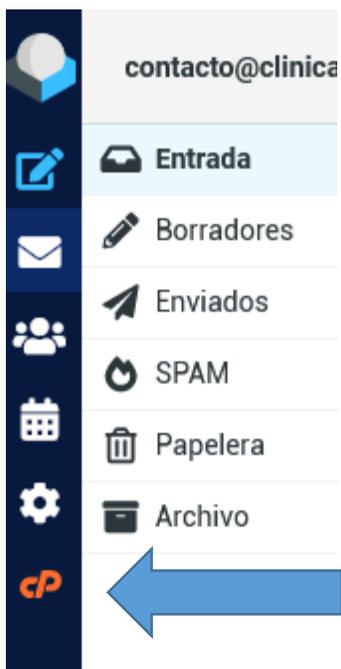
SI MARCA ESTA CASILLA, LA PRÓXIMA VEZ INGRESARÁ DIRECTO A LA BANDEJA DE ENTRADA



ESTA ES LA BANDEJA DE ENTRADA. TIENE EL MENU DE OPCIONES EN ICONOS DE LA IZQUIERDA



PARA VOLVER A LA PANTALLA DE INICIO HAZ CLIC EN EL SIMBOLO CP



EN LA PANTALLA DE INICIO USTED PDRÁ REALIZAR DIFERENTES ACCIONES COMO:

Manage Your Inbox

-  **Autoresponders**
Are you going on vacation? Use this feature to configure your automated emails.
-  **Email Filters**
Create and manage email filters for your main email account.
-  **Forwarders**
Automatically send a copy of any incoming email from this email address to another.

Calendarios y Contactos

-  **Calendars and Contacts Management**
Create/Edit/Delete calendars or contact lists.
-  **Calendars and Contacts Configuration**
Set up your calendar and contacts on any device.
-  **Calendars and Contacts Sharing**
Share calendars or contact lists with other users on this domain.

Edit Your Settings

-  **Password & Security**
Update your webmail password.
-  **Contact Information**
Set up a different email address to receive account notifications and password reset confirmations.
-  **Two-Factor Authentication**
Configure a security measure that requires two forms of identification to log in.

-  **Account Preferences**
Change your Webmail account settings.

PARA CAMBIAR CONTRASEÑA: INGRESAR A LA SIGUIENTE OPCION

 **Password & Security**
Update your webmail password.

PARA CONOCER LOS NOMBRES DE LOS SERVIDORES DE ENTRADA Y SALIDA

 **Configure Mail Client**
Set up your email account on any device.