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## Admin Interface

How do I access my Website's control panel?

The administrative interface for you Website can be accessed by directing your browser to <http://admin.yourdomain.com>.

You will be re-directed to a secure version of the site. As such you might be asked if you want to continue due to a problem with a security certificate. Acknowledge that you want to continue and you will then see a screen like:

Type your username (usually your domain name without the suffix) and your password you were provided in your Welcome Letter. And click Login. You will now see the opening screen:

By selection options from the menubar at the top of your browser or by clicking the icons in the middle of the browser you can administrate various objects on your Website. For example click Change Passwords and you will be taken to a screen where you can change your login password.

How do I create email addresses for my domain?

If you click Servers and then Virtual Mail you will be taken to a screen where you can manage email addresses for your domain.

Here you are given the choice of creating an User Mailbox or an Mail Alias. Click on User Mailbox to add a new email address. You will see a list of the current users on the system. Your default user is the one that you logged to this system with and also serves as your FTP username.

You can add users by clicking on Add a user to this domain.

Fill in the various fields of the form. Username is the name you would like to create for your email address. Real name is the name you would like to appear by your email address when you send mail using the Webmail interface. You can select Unlimited to allow the mailbox to grow to your allotted storage or create a quota, or limit, for each user (email address), in kilobytes (kB). You can obtain help by clicking on any label. Click Create to finish.

To set up an email alias click Servers, Virtual Mail, Mail Alias, and, finally, Add an alias to this domain. Now fill out the form by selecting Mailbox and filling in the address you'd like to create. Then choose the Alias destinations by selecting Mailbox of user and filling in the username and/or Email address and filling in the external email address you'd like to forward your mail to. Aliases are good for when you want to use more generic terms such as sales, info and project\_manager. Click Create to finish.