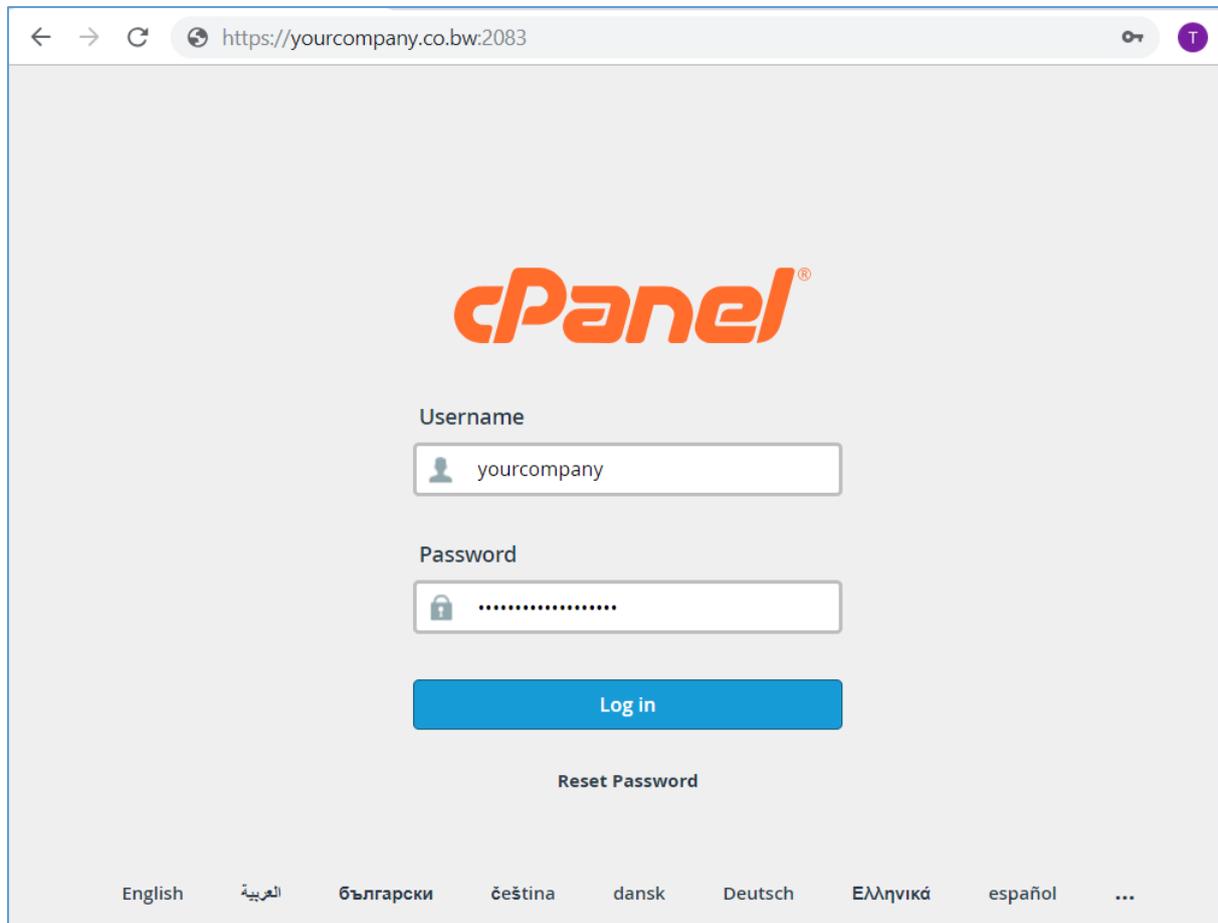
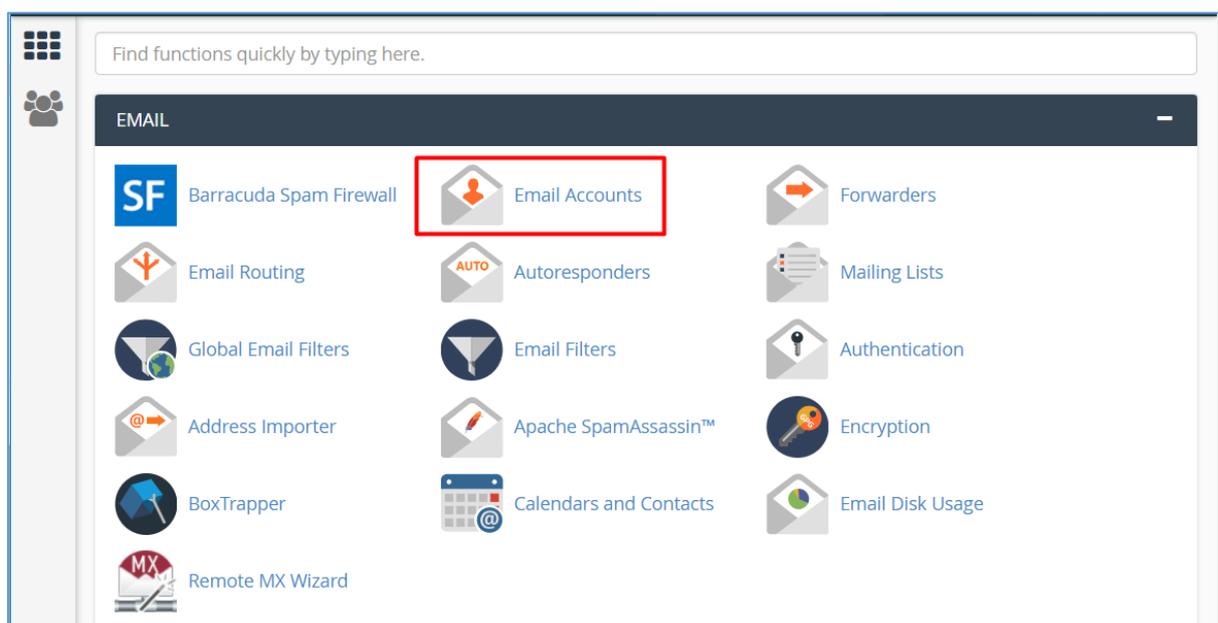


Creating New Email Accounts

1. Log onto your cPanel, e.g. <https://yourcompany.co.bw/cpanel>



2. Click on **Email Accounts**



- Capture new email details. For security reasons, make sure you choose **strong password**



Email Accounts

Manage the email accounts associated with your domain. Use the *Set Up Mail Client* interface to add an email account to your mobile device or desktop email client. For more information, read the [documentation](#).

Add Email Account

Email

Password

This password has a strength of 100, which meets or exceeds the system requirement of 50.

Password (Again)

Mailbox Quota

250 .MB

Unlimited

Send welcome email with mail client configuration instructions.

You will get a notification that the new email has been created