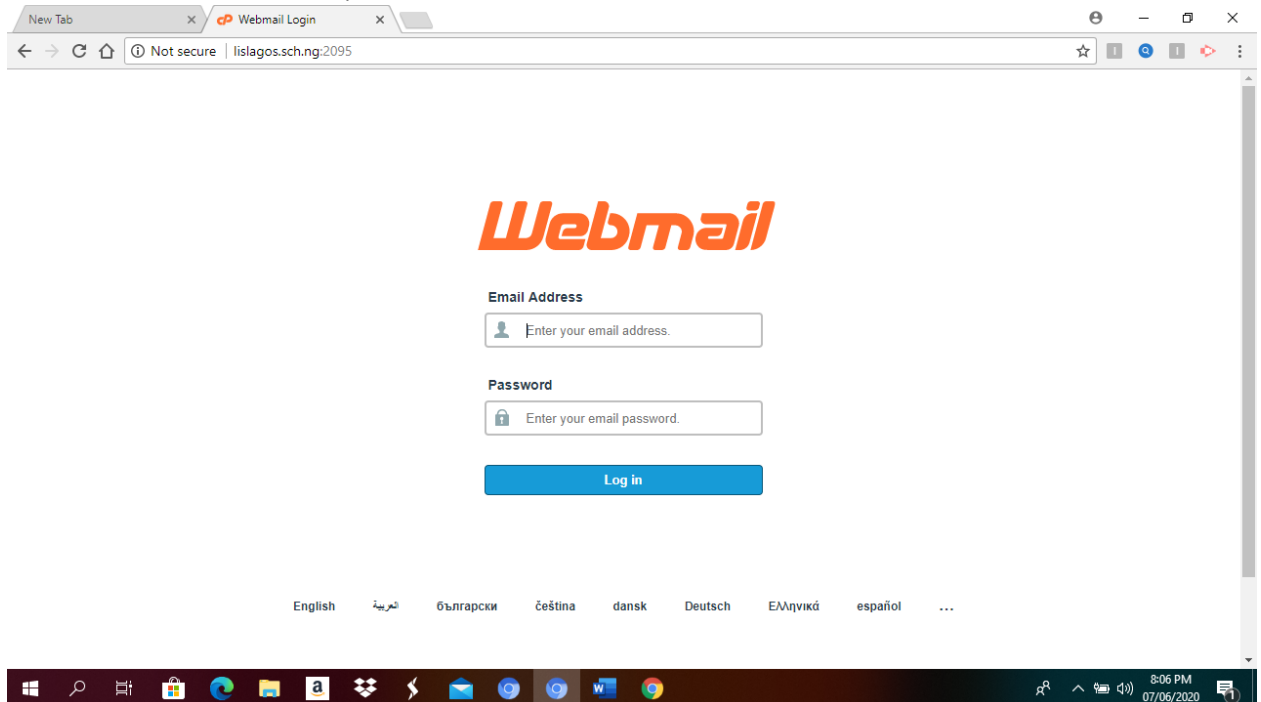


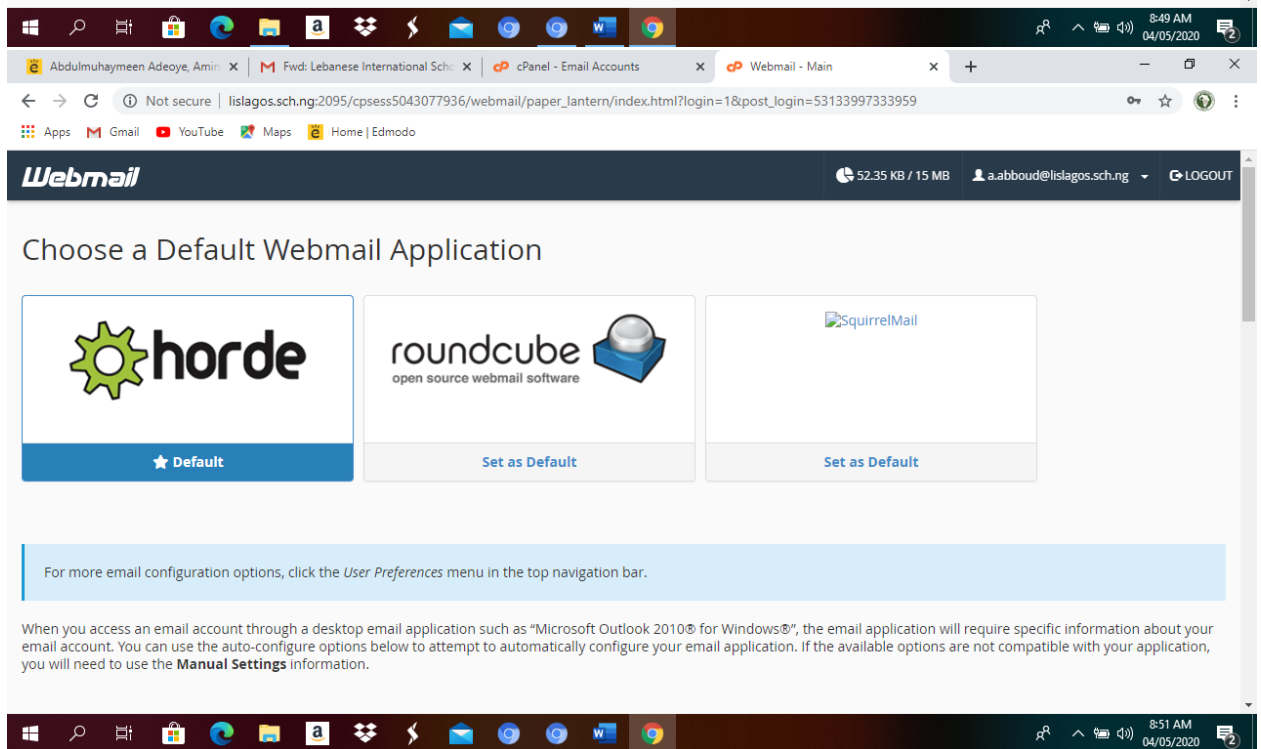
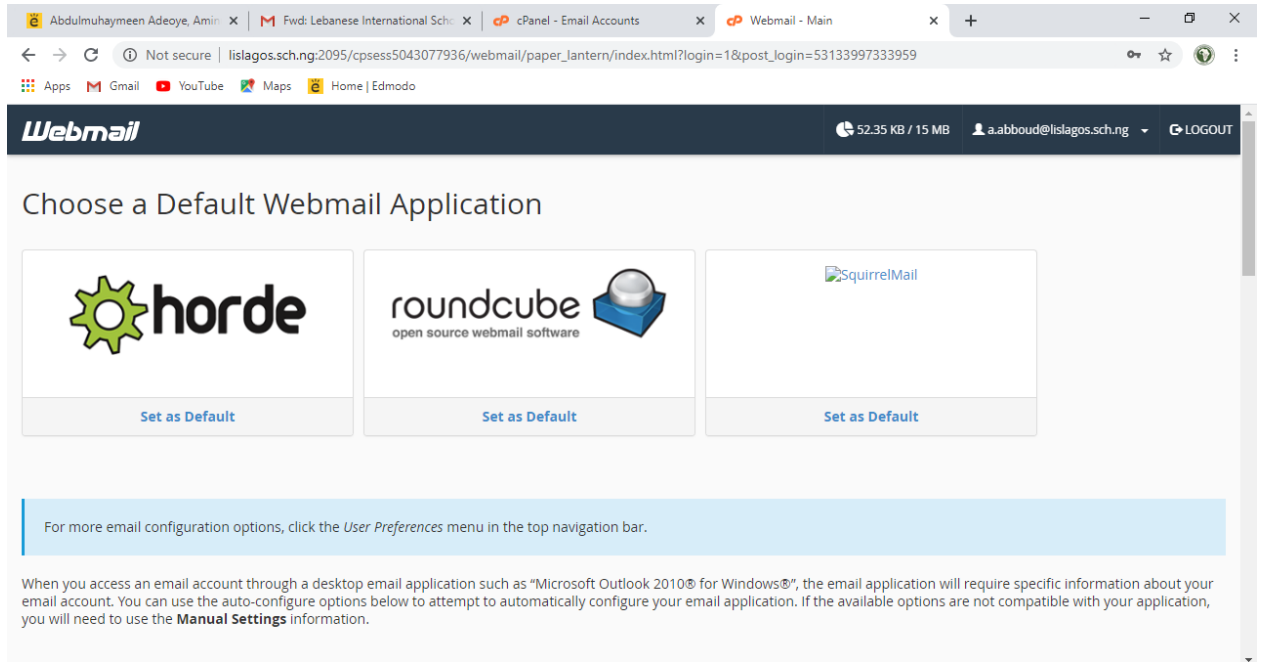
STEPS ON HOW TO LOG INTO THE WEBMAIL

1. Visit our website at www.lislagos.com
2. Click on **Email**
3. Click on the word "here" (number 1)
4. A new window will open



5. Login your username (username@lislagos.sch.ng) and password.

6. Choose a default webmail application between horde and roundcube. (click on set as default and click on horde or roundcube.)



7. Then login to your webmail.

The screenshot shows a web browser window with the URL `lislagos.sch.ng:2095/cpsess5043077936/webmail/paper_lantern/index.html?mailclient=horde`. The webmail interface is for 'horde Groupware 5.2.22'. The user is logged out, and the interface displays a message about email configuration settings for 'a.abboud@lislagos.sch.ng'. The message is titled 'cPanel on lislagos.sch.ng [lislagos.sch.ng] Email configuration settings for "a.abboud@lislagos.sch.ng".' and is dated 04/07/2020, with a size of 53 KB. The interface also shows a 'Last login: Never' notification.

8. Click on the dropdown arrow beside your email address and select **password & security** to change your password.

The screenshot shows the same webmail interface, but the user is now logged in as 'e.areghan@lislagos.sch.ng'. The dropdown menu is open, showing options like 'Horde', 'Roundcube', 'SquirrelMail', 'Spam Filters', 'Autoresponders', 'BoxTrapper', 'Review Queue', 'Calendars and Contacts', 'Password & Security', 'Configure Mail Client', 'Contact Information', 'Manage Disk Usage', 'Email Filters', and 'Forwarders'. The 'Password & Security' option is highlighted.

9. Change your password by typing the new password and confirm by clicking **save**.

The screenshot shows a web browser window with the following elements:

- Browser Tabs:** Includes 'Abdulmuhammeen Adeeye, Amin', 'Fwd: Lebanese International Sch...', 'cPanel - Email Accounts', and 'Webmail - Password & Security'.
- Address Bar:** Shows the URL 'lislagos.sch.ng:2095/cpsess1342548179/webmail/paper_lantern/mail/change_password.html'.
- Webmail Header:** Features the 'Webmail' logo, a user profile 'e.areghan@lislagos.sch.ng', and a 'LOGOUT' button.
- Section Title:** 'Password & Security' with a masked password icon.
- Instructions:** 'Enter a new password for this account.'
- Form Fields:** 'New Password' and 'Confirm New Password' text input fields.
- Strength Indicator:** 'Password Strength' section showing 'Very Weak (0/100)'.
- Buttons:** 'Save' (blue) and 'Password Generator' (grey).
- Footer:** 'cPanel 78.0.48' logo and navigation links for 'Home', 'Trademarks', 'Privacy Policy', and 'Documentation'.
- Taskbar:** Windows taskbar at the bottom with various application icons and system tray showing '8:58 AM 04/05/2020'.