

# Web Hosting Package

## Q. How do I create an email account with my Web Hosting Package service?

A. Once you have received your Web Hosting Package account information from us, you will be able to access the [Subscriber Control Panel](#). After logging into the control panel, click on the "Mail Manager" link here and a new window will open. Once this has loaded, click on "Edit E-mail Address" to see all of the current email accounts setup, to create new email accounts and to make changes to existing accounts.

In order to create a new email account, click on the "Add New" button in this window and then add the address and information you want to use here. Once you have completed the required fields, click on the "Save" button to create the email account.

Once you have created the account in the "Mail Manager", you can setup your email client to send and receive email using this account. You can find more information on how to do this [here](#)

You can also use the "Mail Manager" to change the password for your email address, setup mail forwarding and setup auto-responders for individual accounts. You can do this by clicking on the "Edit" button to the right of an account you have already created.

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