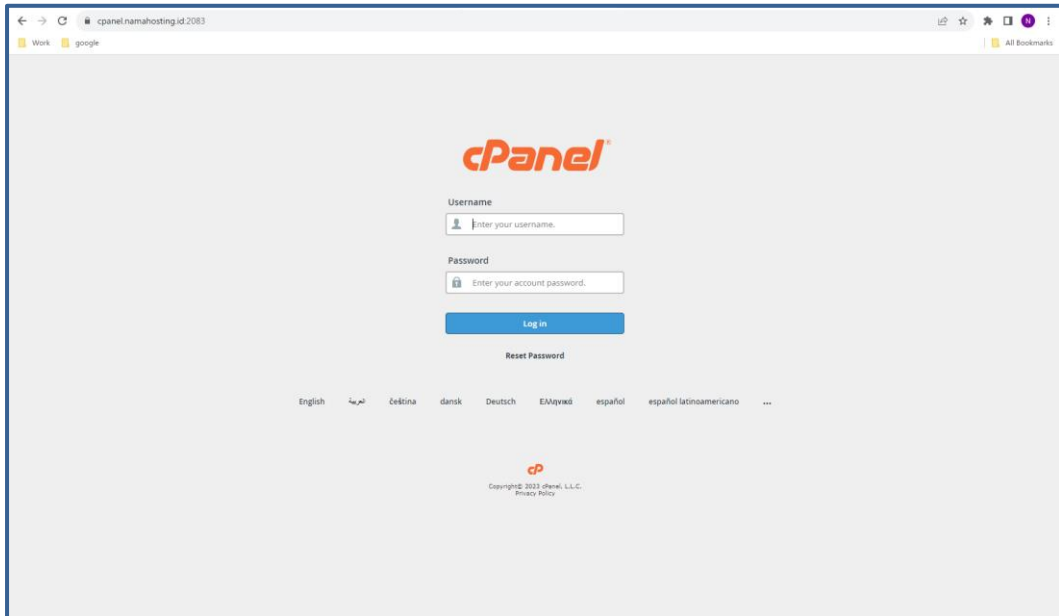
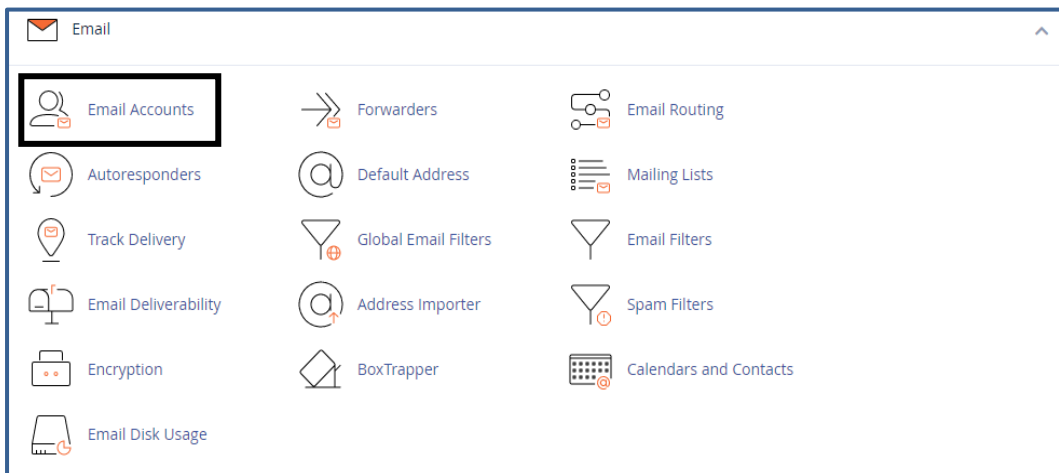


## Tutorial Ubah password email [Admin cPanel]

1. Untuk mengubah password account email pada cPanel yang anda miliki. Anda dapat mengakses cPanel dengan mengetikkan: <https://cpanel.namadomainanda.id:2083> atau <https://cpanel.namahosting.id:2083> pada browser anda, kemudian akan muncul tampilan seperti dibawah ini. Dan masukan *username* dan *password* sesuai dengan yang diinformasikan via email.



2. Setelah login, dibagian **Email**, pilih menu **Email Accounts**



3. Setelah pilih **Email Account**, akan muncul beberapa akun email yang sudah terdaftar pada cPanel, pilih akun email yang akan di ubah **Password**.

Account ^ @ Domain	Restrictions	Storage: Used / Allocated / %	
<input type="checkbox"/> > demo1@namahosting.id	✓ Unrestricted	1.6 MB / 1 GB / 0.16%	<a href="#">Check Email</a> <a href="#">Manage</a> <a href="#">Connect Devices</a>
<input type="checkbox"/> > demo333@namahosting.id	✓ Unrestricted	56.01 KB / 1 GB / 0.01%	<a href="#">Check Email</a> <a href="#">Manage</a> <a href="#">Connect Devices</a>

4. Kemudian klik **manage** pada akun email, seperti tampilan berikut:

Account ^ @ Domain	Restrictions	Storage: Used / Allocated / %			
<input type="checkbox"/> > demo1@namahosting.id	✓ Unrestricted	1.6 MB / 1 GB / 0.16%	<a href="#">Check Email</a>	<a href="#">Manage</a>	<a href="#">Connect Devices</a>
<input type="checkbox"/> > demo333@namahosting.id	✓ Unrestricted	56.01 KB / 1 GB / 0.01%	<a href="#">Check Email</a>	<a href="#">Manage</a>	<a href="#">Connect Devices</a>

5. Setelah klik **manage** akan muncul tampilan berikut:

### MANAGE AN EMAIL ACCOUNT

Show/Hide Help

Email Account  
demo1@namahosting.id  
[Check Email](#)

**SECURITY**

New Password  
Enter Password  [Generate](#)

**STORAGE**

Current Storage Usage  
1.6 MB / 1 GB 0.16%

Allocated Storage Space  
 1024 MB  
 Unlimited

**RESTRICTIONS**

Receiving Incoming Mail  
 Allow  Suspend

Sending Outgoing Email  
 Allow  Suspend  Hold

Logging In  
 Allow  Suspend

**PLUS ADDRESSING**

Automatically Create Folders for Plus Addressing  
 Automatically Create Folders  Do Not Automatically Create Folders

Stay on this page after I click *Update Email Settings*.

[Update Email Settings](#) [Go Back](#)

**DELETE EMAIL ACCOUNT**

Are you sure? When you delete an email account, we permanently delete **all** of the account's data.

[Delete Email Account](#)

6. Pada kolom **Security**, masukkan **password** baru atau klik tombol **generate** untuk membuat **password** yang lebih aman untuk akun email tersebut, kemudian klik **Update Email Settings**.

MANAGE AN EMAIL ACCOUNT Show/Hide Help

Email Account  
demo1@namahosting.id  
[Check Email](#)

**SECURITY**

New Password  
Enter Password Generate

**STORAGE**

Current Storage Usage  
1.6 MB / 1 GB 0.16%

Allocated Storage Space ?

1024 MB  Unlimited

**RESTRICTIONS**

Receiving Incoming Mail  
 Allow  Suspend

Sending Outgoing Email  
 Allow  Suspend  Hold

Logging In  
 Allow  Suspend

**PLUS ADDRESSING**

Automatically Create Folders for Plus Addressing ?  
 Automatically Create Folders  Do Not Automatically Create Folders

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