Tutorial Ubah password email [Admin cPanel]

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

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

Email			^
Email Accounts		Email Routing	
Autoresponders	O Default Address	Mailing Lists	
Track Delivery	Global Email Filters	Email Filters	
Email Deliverability	Address Importer	Spam Filters	
Encryption	BoxTrapper	Calendars and Contacts	
Email Disk Usage			

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

	Account \land @ Domain	Restrictions	Storage: Used / Allocated / %	
>	demo1@namahosting.id	✓ Unrestricted	1.6 MB / 1 GB / 0.16%	Check Email 🖌 Manage 🔲 Connect Devices
>	demo333@namahosting.id	✓ Unrestricted	56.01 KB / 1 GB / 0.01%	Check Email 🖌 Manage 🔲 Connect Devices



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

	Account 🔨 @ Domain	Restrictions	Storage: Used / Allocated / %			
>	demo1@namahosting.id	✓ Unrestricted	1.6 MB / 1 GB / 0.16%	Check Email	🖋 Manage	Connect Devices
>	demo333@namahosting.id	✓ Unrestricted	56.01 KB / 1 GB / 0.01%	Check Email	🖌 Manage	Connect Devices

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

	Show/Hide Help ③
Email Account demol@namahosting.id Check Email	
SECURITY	
New Password	
Enter Password	Generate 🝷
STORAGE	
Current Storage Usage	
1.6 MB / 1 GB 0.16%	
Allocated Storage Space (9)	
O Unlimited	
RESTRICTIONS	
Receiving Incoming Mail Allow O Suspend	
Receiving Incoming Mail Allow Suspend Sending Outgoing Email	
Receiving Incoming Mail Allow Suspend Sending Outgoing Email Allow Suspend Hold	
Receiving Incoming Mail Allow Suspend Sending Outgoing Email Allow Suspend Hold Logging In	
Receiving Incoming Mail Allow Suspend Sending Outgoing Email Allow Suspend Hold Logging In Allow Suspend	
Receiving Incoming Mail Allow Suspend Sending Outgoing Email Allow Suspend Hold Logging In Allow Suspend	
Receiving Incoming Mail Allow Suspend Sending Outgoing Email Allow Suspend Hold Logging In Allow Suspend PLUS ADDRESSING	
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 	
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 	
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 	
Receiving Incoming Mail Allow Suspend Sending Outgoing Email Allow Suspend Hold Logging In Allow Suspend PLUS ADDRESSING Automatically Create Folders for Plus Addressing ⑦ Automatically Create Folders Do Not Automatically Create Folders 	
Receiving Incoming Mail Allow Suspend Sending Outgoing Email Allow Suspend Hold Logging In Allow Suspend PLUS ADDRESSING Automatically Create Folders for Plus Addressing ⑦ Automatically Create Folders Do Not Automatically Create Folders Stay on this page after I click Update Email Settings. Stay on this page after I click Update Email Settings. 	← Go Back
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 OD Not Automatically Create Folders Stay on this page after I click Update Email Settings. Update Email Settings DELETE EMAIL ACCOUNT	← Go Back
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 DELETE EMAIL ACCOUNT Are you sure? When you delete an email account, we permanently delete al data.	← Go Back
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 O Do Not Automatically Create Folders Stay on this page after I click Update Email Settings. Update Email Settings DELETE EMAIL ACCOUNT Are you sure? When you delete an email account, we permanently delete al data.	← Go Back



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	
SECURITY	
New Password	
Enter Password	Generate 🝷
STORAGE	
Current Storage Usage	
1.6 MB / 1 GB 0.16%	
Allocated Storage Space 🔞	
● 1024	
O Unlimited	
RESTRICTIONS	
Receiving Incoming Mail	
Allow O Suspend	
Sending Outgoing Email	
Allow O Suspend O Hold	
Logging In	
Allow Suspend	
Automatically Create Folders for Plus Addressing (7) Automatically Create Folders O Do Not Automatically Create Folders	
Stay on this page after I click Update Email Settings.	
PUpdate Email Settings	← Go Back
DELETE EMAIL ACCOUNT	
Are you sure? When you delete an email account, we permanently delete a data.	II of the account's
💼 Delete Email Account	
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