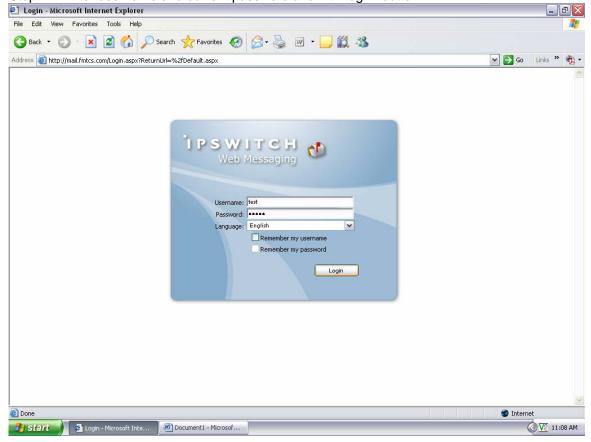
Steps for Changing Email Password

Step #1: Go to www.fmtcs.com and click the "Check Email" button on the main page.



Step #2: Enter username and current password and hit "Login" button.



Step #3: Scroll down to bottom-left of the screen to "Preferences" and left-click or (select it) ttp://mail.fmtcs.com/default.aspx - Microsoft Internet Explorer File Edit View Favorites Tools Help 🕝 Back 🔻 🕞 🔻 🙎 🏠 🔑 Search 🤸 Favorites 🚱 🛜 🦫 🔟 🔻 🧾 🎉 🔏 Address a http://mail.fmtcs.com/default.aspx 🕶 🔁 Go Links » 📆 🕶 Logged in as: test@mail.fmtcs.com | Log Out | [®] Help IPSWITCH 🍪 INBOX (0/1) New Folder 💮 💋 Delet 🛂 New 🙀 Delete Neply Reply All Repropriet Move/Copy ← Check Mail Search:

■ Check Mail Sear 🌓 Go 🔑 Page 1 of 1 Ne INBOX From Subject Size (kb) -- Deleted IMPORTANT! FMTCS Mail Update Message 11/22/2006 11:18:23 AM Chad LeFevere Show Header Print Hide Envelope Chad LeFevere Add to Address Book MAILALL@fmtcs.com

To:

Contacts

Preferences

Rules

Done

Dear Valued FMTCS Customer,

Document1 - Microsof...

Wednesday, November 22, 2006 12:17:58 PM IMPORTANT! FMTCS Mail Update Message

Step #4: Under "Change Password" enter your "New Password" and "ReType Password" also. (Enter the new password twice.) Here you enter the new password of your choice. It allows letters and numbers and some special characters.

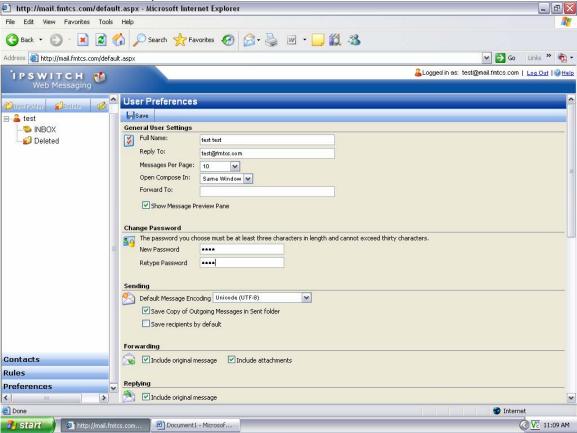
We have recently been experiencing some mail issues involving the delivery of mail messages. I am sending you this message as an update on the status of our mail server and to remind you of a few things that are necessary to keep the mail system flowing smoothly and maintain the service you all depend on. There are 2 main things I would like to touch on in this email. We have as of late, been experiencing a lot of spam that appears to be coming from individuals PC's that are infected with a new virus. This virus installs a mail server onto your PC, without your knowledge, and bombards mail servers and spam boxes with

√2 11:09 AM

messages overloading the system and causing mail delivery problems. It is important to keep your antivirus and spyware up to date at

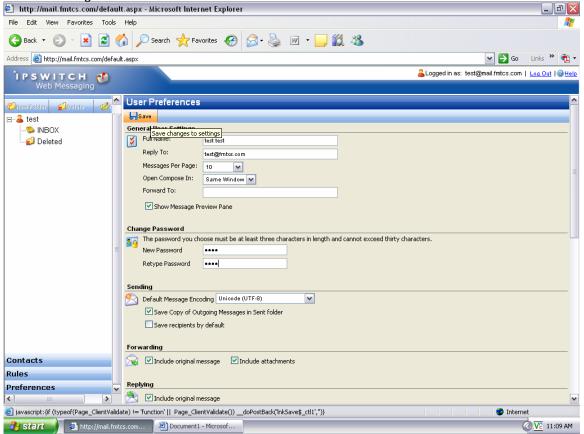
all times to help minimize the risks of these things happening. There are some free antivirus programs out there that are free downloads, AVG Free from (www.grisoft.com) is a good one for home users. I personally use this one at home and have had great luck with it. So,

please keep your antivirus software up-to-date and also run at minimum weekly scans to make sure your PC is virus free.

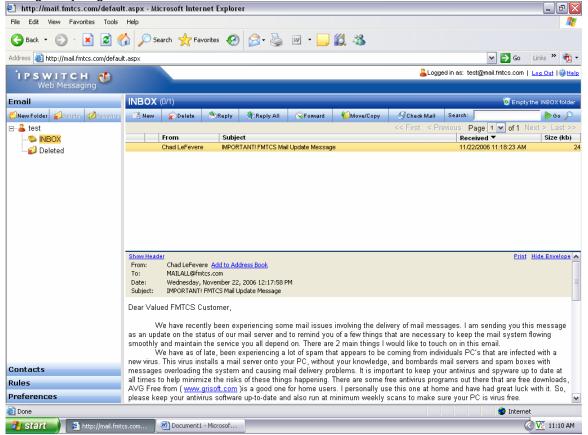


Step #5: Once you have entered your new password, hit the "Save" button on the upper-right corner shown in yellow here. This will save your new password and you will need to use the new

one at next login.



Step #6: You will then be taken back to the main page of your mailbox. Your password has been changed if you get back to here with no errors.



Congratulations! Your password has now been changed in our system and you are able to change it whenever you would like.

For Outlook and Outlook Express users:

ChangePasswordEma..

Outlook Express is being used in this demo, but both work very similar.

You must now go into your Outlook or Outlook Express mail accounts on your home computers and make the password change there too. If you do not it will give you login errors for using the old, incorrect password. Below are the steps to follow to make this change.

Step #1: Go to the mail program you use and open it. Go to Tools, then Accounts. Inbox - Outlook Express File Edit View Tools Message Help Send and Receive X Delete D Synchronize All Create Mail Send/Recv Addresses Find Address Book Ctrl+Shift+B 🕏 Inbox Add Sender to Address Book Received Message Rules 😘 Outlook Express IMPORTANT! FMTCS Mail Update Message 11/22/2006 12:1... □ ♦ Local Folders Windows Messenger inbox Outbox Accounts... Sent Items Options... Deleted Items (12 Drafts Contacts ▼ There are no contacts to display. Click on Contacts to create a new contact. From: Chad LeFevere To: MAILALL@fmtcs.com
Subject: IMPORTANT! FMTCS Mail Update Message Dear Valued FMTCS Customer, We have recently been experiencing some mail issues involving the delivery of mail messages. I am sending you this message as an update on the status of our mail server and to remind you of a few things that are necessary to keep the mail system flowing smoothly and maintain the service you all depend on. There are 2 main things I would like to touch on in this email. We have as of late, been experiencing a lot of spam that appears to be coming from individuals PC's that are infected with a new virus. This virus installs a mail server onto your PC, without your knowledge, and bombards mail servers and spam boxes with messages overloading the system and causing mail delivery problems. It is important to keep your antivirus and spyware up to date at all times to help minimize the risks of these things happening. There are some free antivirus programs out there that are free downloads, AVG Free from (www.grisoft.com) is a good one for home users. I personally use this one at home and have had great luck with it. So, please keep your antivirus software up-to-date and also run at minimum weekly scans to make sure your PC is virus free.

Next, is the new 2006 Imail program by IPSWITCH that we use for webmail. This is the updated version of the old mail program. we used to use that has a new look and added features. (Customers access this by going to www.fmtcs.com and clicking on Check
Mail. Here you enter your login and password to view any new messages when away from home. The intended use of this program is for an tiúth an Outlant ar Outlant Everana n Configures your accounts.

√2 11:32 AM

Step #2: Highlight the mail account you want to change and click "Properties". Inbox - Outlook Expres File Edit View Tools Message P. -84 10 49 Create Mail Reply Reply All Forward Print Send/Recv Addresses Find 😭 Inbox × ! @ P From Subject Received 😘 Outlook Express 11/22/2006 12:1... Chad LeFevere IMPORTANT! FMTCS Mail Update Message ■ **⑤** Local Folders Inbox **Outbox** ? × Internet Accounts Sent Items Deleted Items (13) All Mail Drafts News Directory Service Account Type Connection Remove mail.fmtcs.com mail (default) Any Available There are no contacts to display, Click Properties Import.. Export. From: Ch Dear Va Close sages. I am sending you this message as an update on the status of our mail server and to remind you of a few things that are necessary to keep the mail system flowing as an appeare on the satus of on their service and to terming you of a development and of service so with a system howing smoothly and maintain the service you all depend on. There are 2 main things I would like to touch on in this email.

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Step #3: Go to the "Servers" tab and next to password, delete your old password (shown in dots) and enter your new password. Then click OK, then "Close" and your mail should be back to normal with the changed password in place.

👸 Inbox - Outlook Express

1 message(s), 0 unread

ChangePasswordEma...

an Outlant ar Outlant Everana mail era

Working Online

