

Webmail manual

Using your browser

9/27/2012

Actel- Active Telecommunications

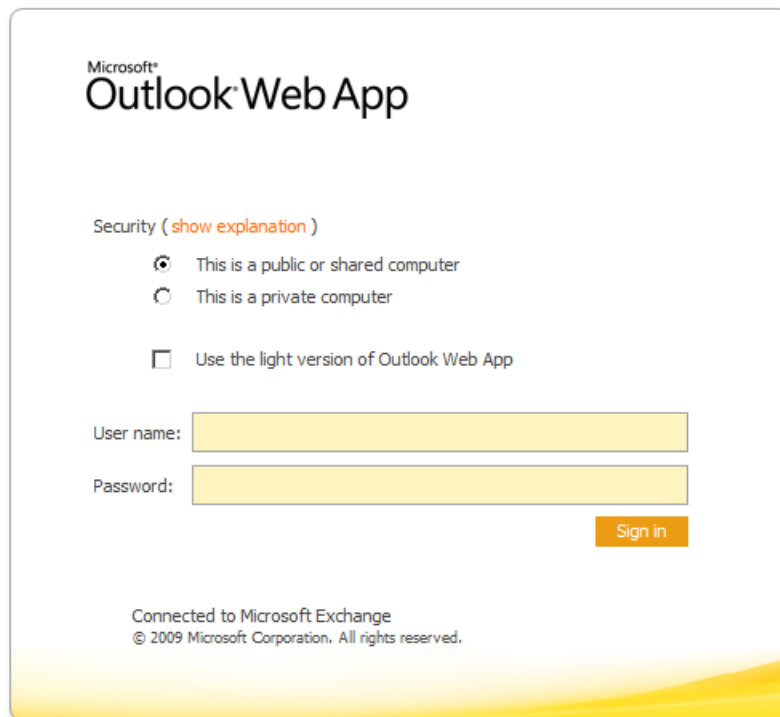


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1. Start your browser (Internet explorer)
2. Type the following address <https://exserver.actelme.com/owa>



3. Hit enter
4. You should see the following greeting page



5. Type your username and password in the appropriate place

User name:


Password:

*Note: Your username is your ACTEL Computer ID.
If you have a different special (private email) to access, make sure you use it.
(Ex: your username is **yaoun** but you have a private inbox under the name of **youssef.aoun** that you want to see. Thus your username should be **youssef.aoun**)*

6. Hit the “sign in” button

User name:

Password:



7. Voila!