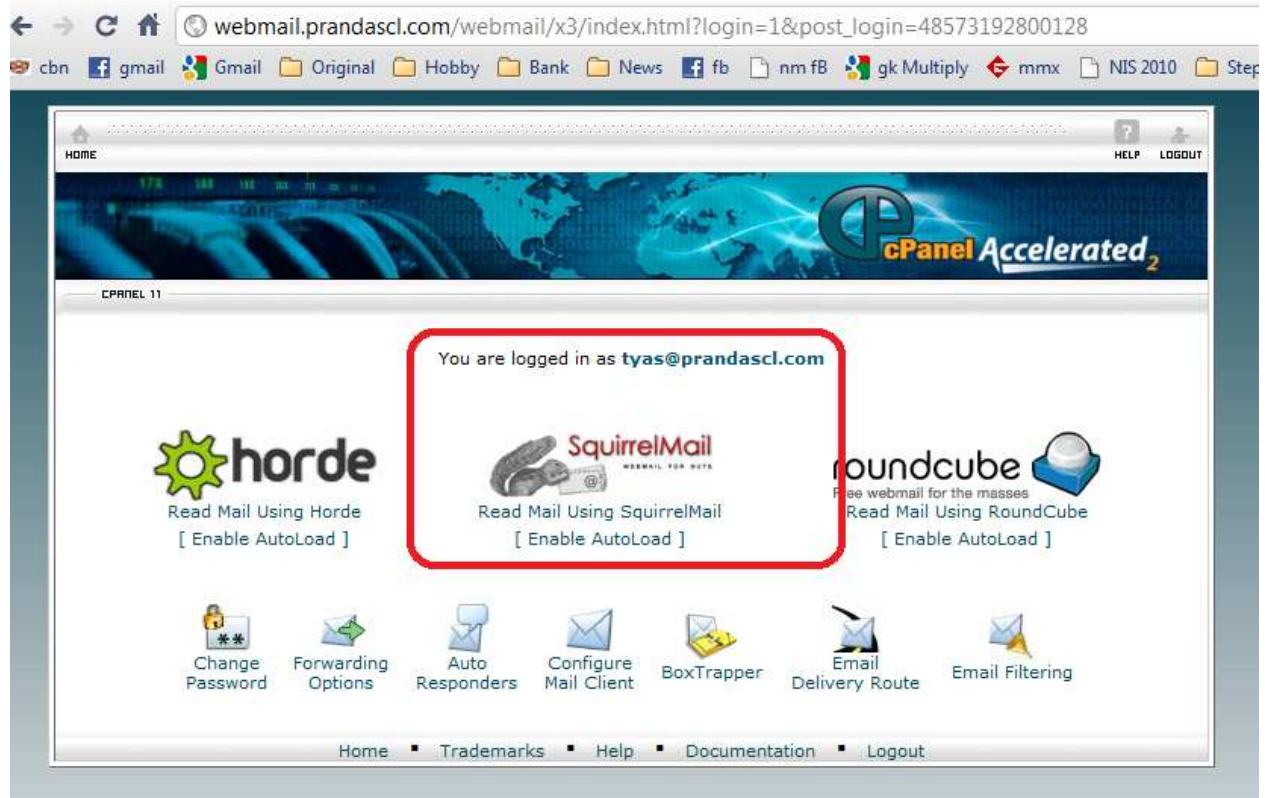


## PETUNJUK PENGGUNAAN WEBMAIL **prandascl.com**

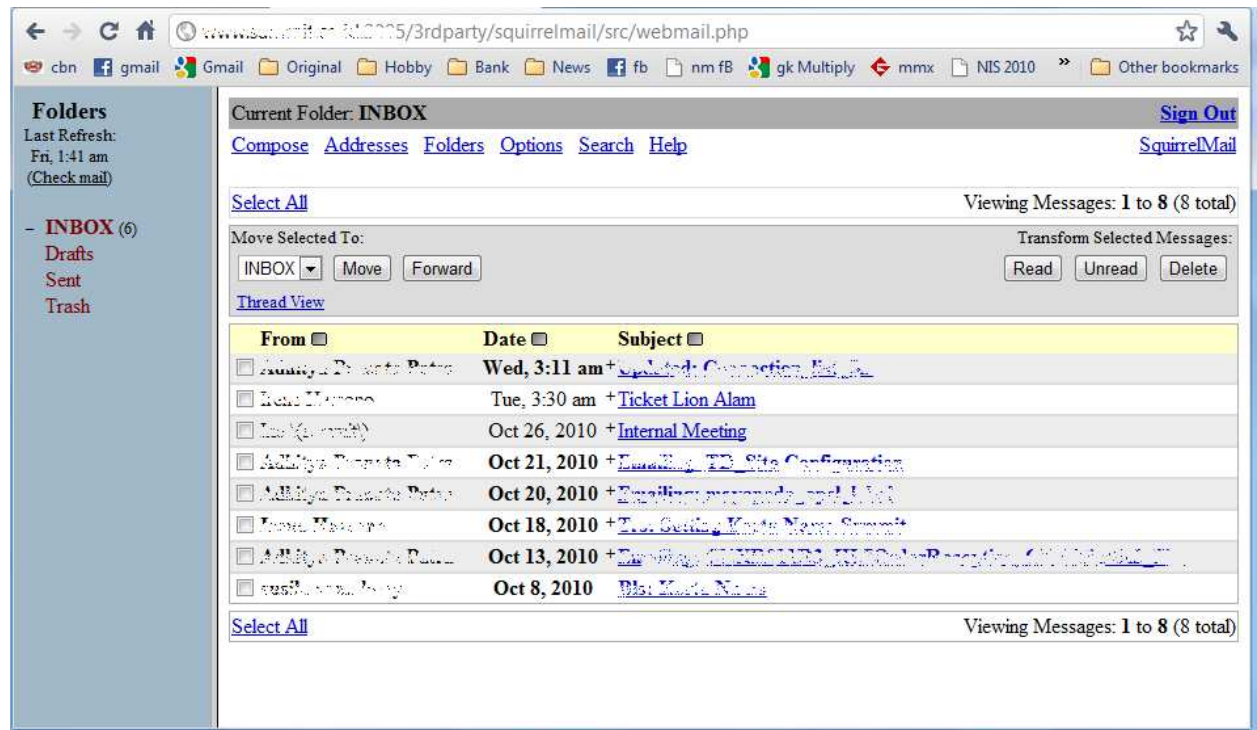
- Jalankan browser (internet explorer, mozilla firefox, google chrome, opera, dll)
- Masukkan alamat : **webmail.prandascl.com**
- Akan tampak tampilan sebagai berikut :



- Masukkan alamat email lengkap dengan **@prandascl.com**
- Masukkan password, lalu pilih **. Login .**

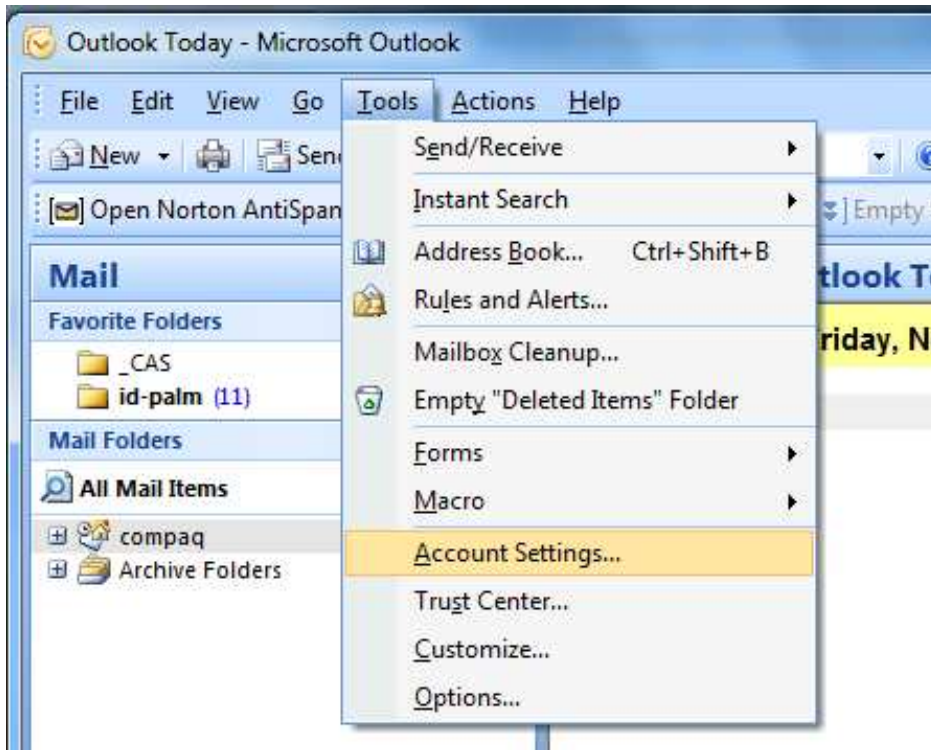


- Pilih SquirrelMail

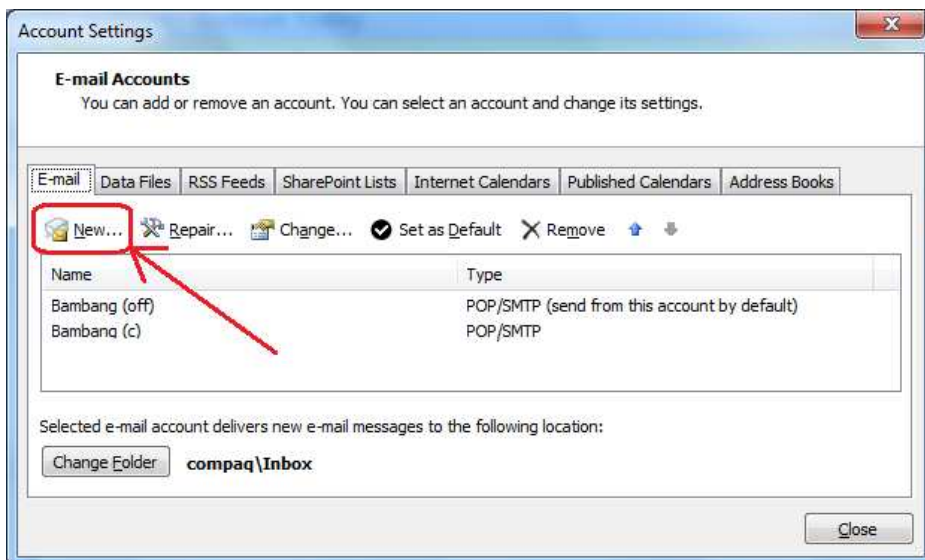


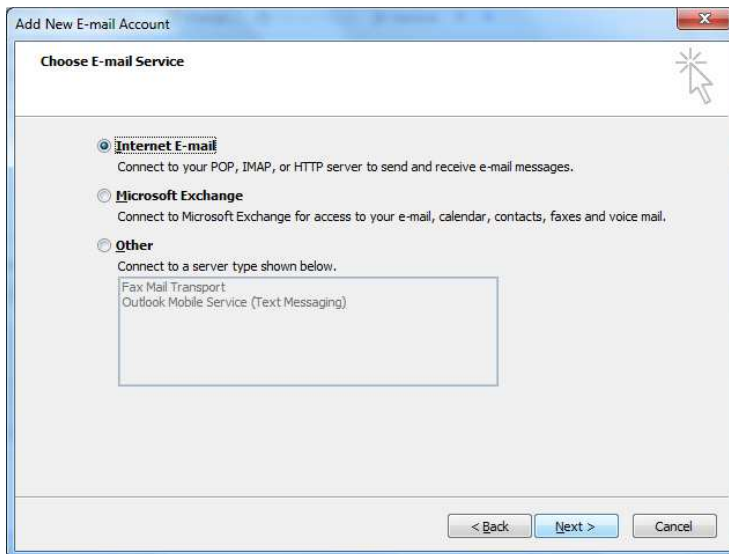
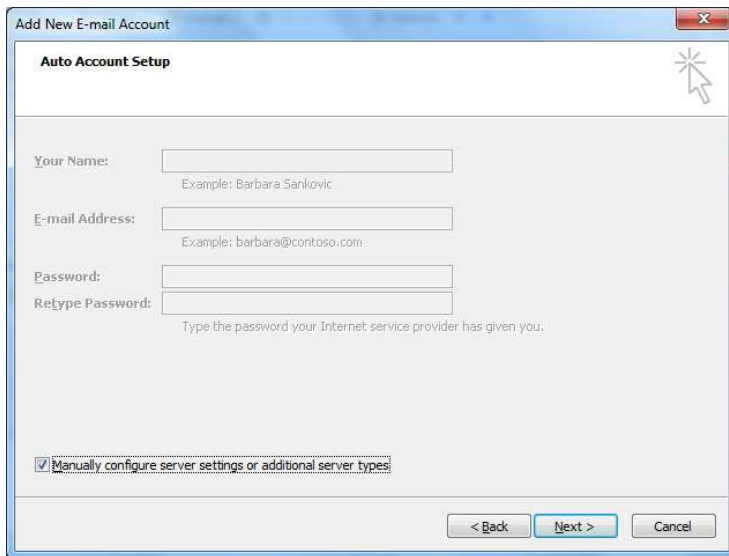
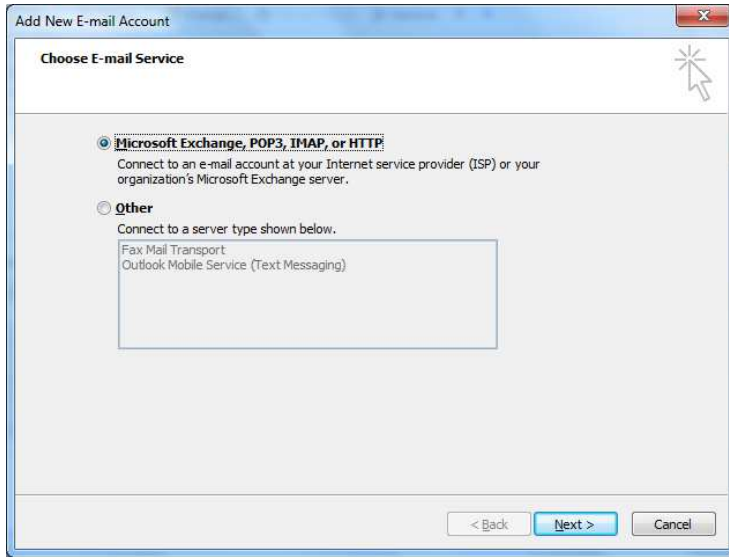
## PETUNJUK SETTING EMAIL **prandascl.com** UNTUK MICROSOFT OUTLOOK

- Jalankan MICROSOFT OUTLOOK
- Pilih **Tools / Account Settings**



- Pilih **New**





Isilah sesuai contoh berikut :

**Add New E-mail Account**

**Internet E-mail Settings**  
Each of these settings are required to get your e-mail account working.

**User Information**

Your Name: Nama Anda  
E-mail Address: nama\_anda@prandascl.com

**Server Information**

Account Type: POP3  
Incoming mail server: mail.prandascl.com  
Outgoing mail server (SMTP): smtp.telkom.net

**Logon Information**

User Name: nama\_anda@prandascl.com  
Password: \*\*\*\*\*  
 Remember password  
 Require logon using Secure Password Authentication (SPA)

**Test Account Settings**

After filling out the information on this screen, we recommend you test your account by clicking the button below. (Requires network connection)

Test Account Settings ...

More Settings ...

< Back    Next >    Cancel

**Internet E-mail Settings**

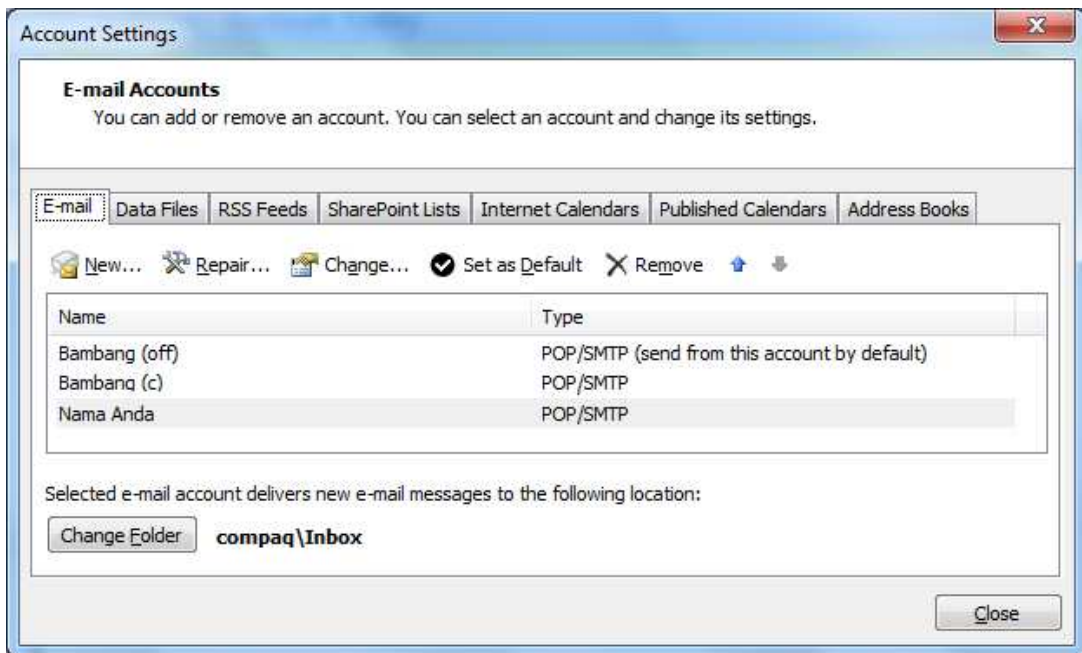
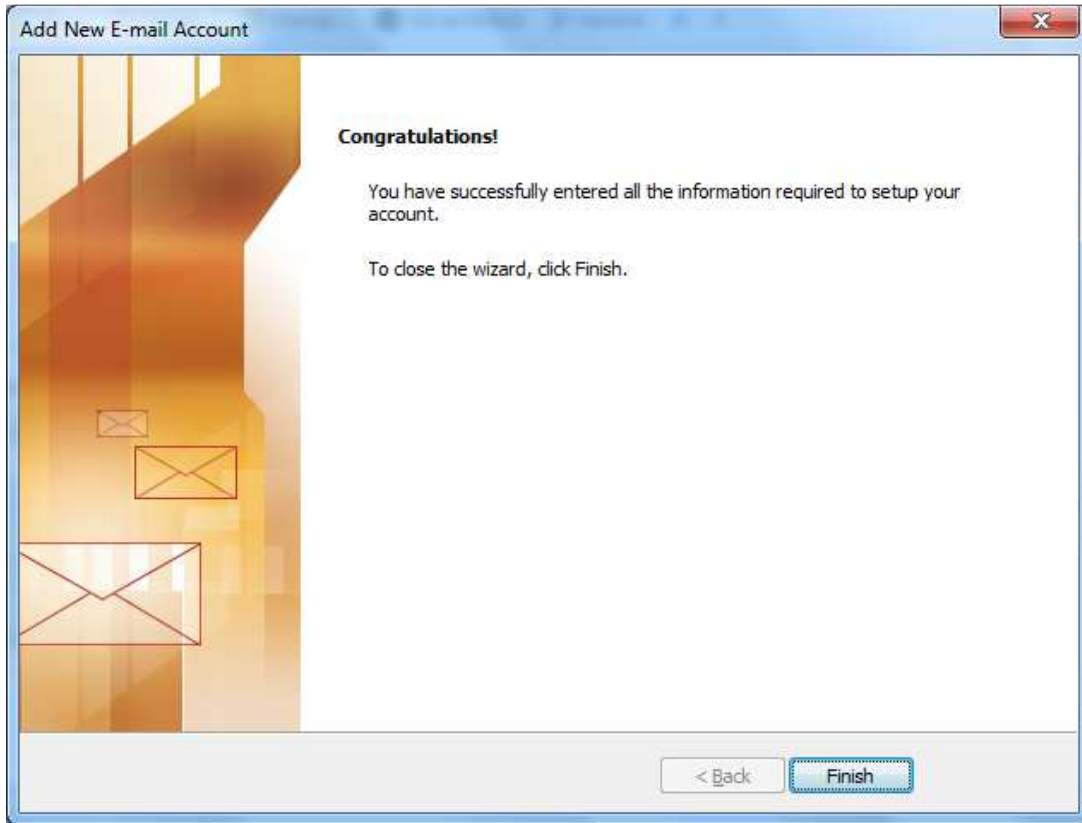
General    **Outgoing Server**    Connection    Advanced

Mail Account \_\_\_\_\_  
Type the name by which you want to refer to this account. For example: "Work" or "Microsoft Mail Server"  
Nama Anda

Other User Information \_\_\_\_\_

Organization: Sumberkreasi Cipta Logam pt  
Reply E-mail: nama\_anda@prandascl.com

OK    Cancel



Ubahlah menjadi **Set as Default** bila diperlukan.