- 1. Open your web browser (Netscape, IE, etc.)
- 2. The website you will access is: http://www.mail.abcusd.k12.ca.us
- 3. Click on the GO button for English access on GroupWise WebAccess

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Select a service an GroupWise WebAccess © Copyright 1993-2006 Novell, 3	nd a language s: English GO Inc. All rights reserved	
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- 4. The Login Screen pops up
- Input your login name which has been provided to you and your password which is "guest"
   Please be sure to use lower case when inputting your login name and password.
- 6. Click on the LOGIN Button.

Novell. GroupWise. 7.0					
Username:					
Password:					
Connection Speed High (Broadband) Low (Dial-up)					
Use the basic interface	More Information				
Remember my settings	193 3				
	Settings « Login				
→ Help © Copyright 199	33-2006 Novell, Inc. All rights reserved.				

- 7. You are now in your WebAccess Account.
- 8. To change your password, click on OPTIONS.

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I can enter a word

Ceneral Password

Proxy Access Rules Send Options Signature Time Zone

Change your password!

Type your old password!

Confirm:

Save

Close

🖀 http://www.mail.abcusd.k12.ca.us - Novell WebAccess Options - Microsoft Internet ... 💶 🗙

10. Now you can enter a new Password