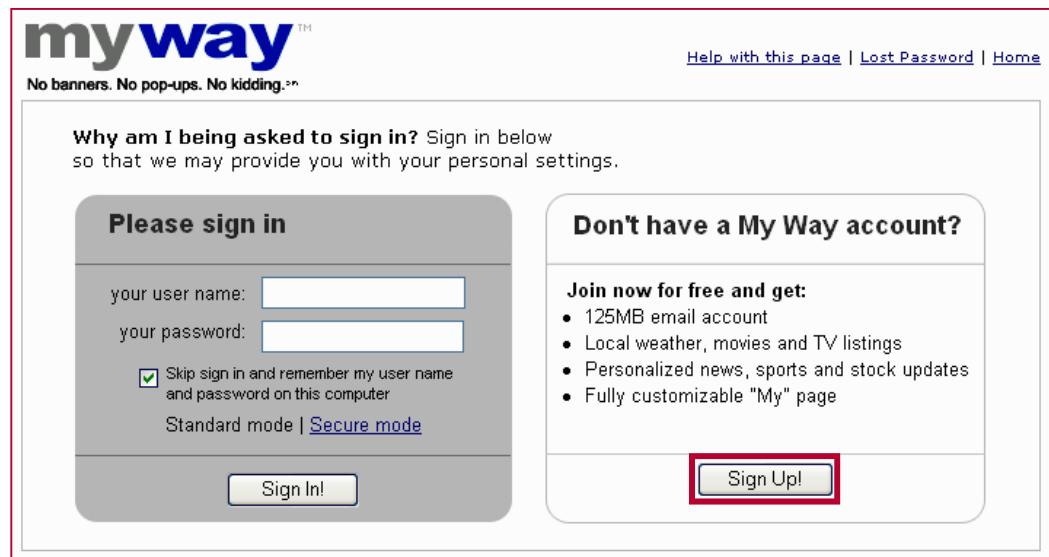


Beginners: Opening a Web-Based email Account

We are going to open an account with **Myway.com**:

- All mail is sent, received and stored by their computer system.
- It can be accessed from any PC in the world with an internet connection, via the provider's website.

1. Open the Web browser (Internet Explorer)
2. Click once anywhere in the Address bar, press the <Delete> key and type **www.myway.com**
3. Press the <Enter> key.
4. Click on **My Email** this will take you to the sign up age.



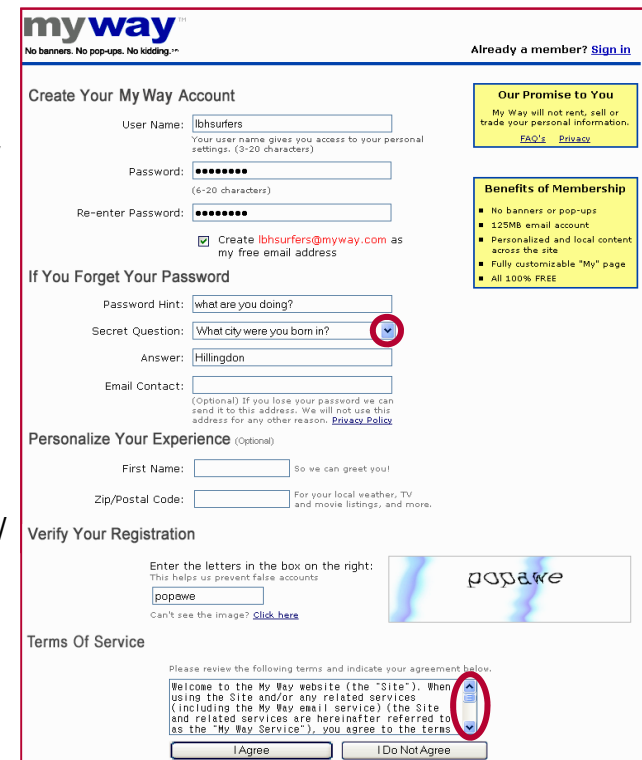
5. Click on the **Sign up!** Button.

6. Choose a username for your email address - this could be your initial and last name or a nickname.
7. Fill in the rest of the form.

Note: when you type the password, it's all replaced by dots to hide it.

HINTS:

- Use the <Tab> Key to move to the next text box/field.
 - click on the downward arrow to chose your **Secret Question** from a list of available ones.
 - When typing in the security check, do not use capitals or spaces.
8. Read the **Terms of Service**. **Note** the vertical scroll bar: scroll to view **all** the terms and conditions. You must agree to the terms of service, by clicking on the **I Agree** button, to continue.



And here is your email box!
Make sure you have made a note of your email address (your username @myway.com) and of your password.

