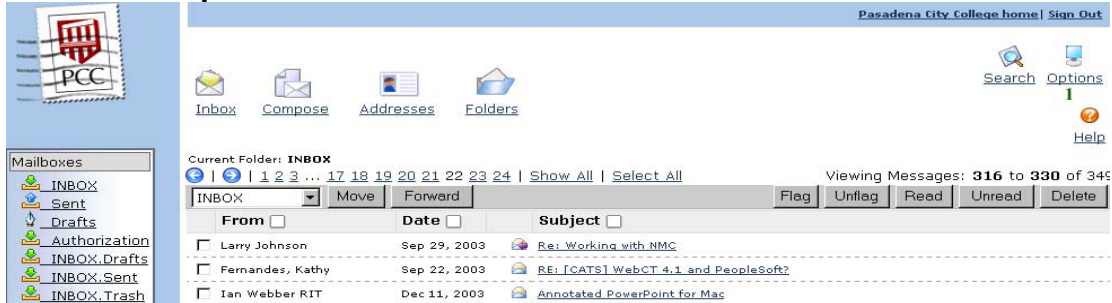


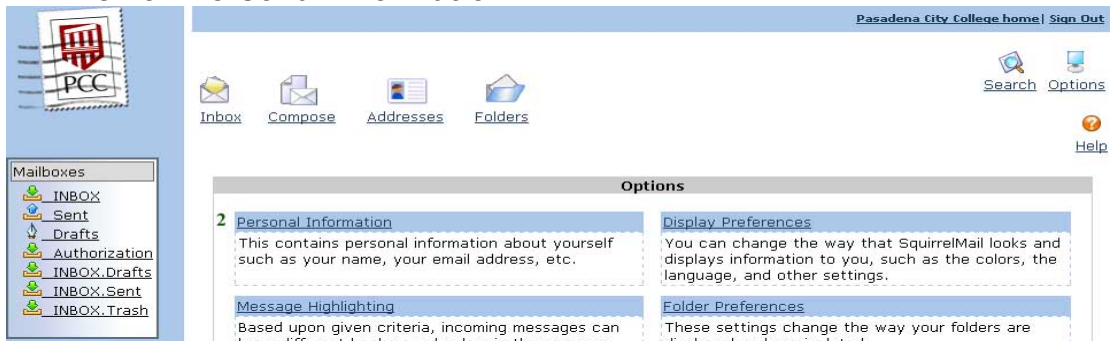
# Setting Up PCC Webmail: Tutorial

The first time you use the PCC Webmail program be sure you follow these three steps:

## 1. Go into Options



## 2. Click on Personal Information



## 3. Fill in the Full Name field

**Options - Personal Information**

**3 Name and Address Options**

Full Name:

Email Address:

Reply To:

Signature:

Multiple Identities: [Edit Advanced Identities](#) (discards changes made on this form so far)

**Timezone Options**

Your current timezone:

**Reply Citation Options**

Reply Citation Style:

User-Defined Citation Start:

User-Defined Citation End:

**Signature Options**

Use Signature:  Yes  No

Prefix Signature with '-' Line:  Yes  No

**Note:** If you do not see your folders, read the PCC Webmail Folders Tutorial