## **Mail02 Password Reset**

Step #	Task	Screenshot		
1	Log into mail.rsaa.com webmail portal at <u>http://mail.rsaa.com</u> with your full email address and email account password.			
		Email Address:		
		Password:		
		Language: English (United States)		
		Use Lite Web Client		
		Remember My Email A		
		Remember My Passwo		
		Automatically Login On		
		Log in		
2	Once logged in, go to the Action menu on			

	the left of the web application and select "Change Password."	👍 Ci 🍄 M 🗟 M	tion 🖄 Compose reate New lanage Selected Folder lanage Mail Rules lanage Away Message	+
			lanage Auto-Responders lail Collector Settings lanage User Options hange Password hange Theme	
			<ul> <li>iiich To Lite Web Client</li> <li>Tasks</li> <li>Tasks</li> <li>Notes</li> <li>Notes</li> <li>RSS Feeds</li> </ul>	
3	There, you will put in your current password followed by your new one and confirm it. Read the disclaimer: "The password you choose must be at least eight characters in length and cannot exceed thirty characters. Additionally, it must contain at least one lowercase letter, one number and either one capital letter or one special character. Whitespace characters are not allowed."			

		Change Password
		🛃 Save
		The password you choose r characters in length and car characters. Additionally, it m one lowercase letter, one ca number, and one special cha characters are not allowed. Current Password: New Password: Retype New Password:
4	Click the <b>Save</b> button to have the system take the new password.	

Online URL: <u>https://kb.naturalnetworks.com/article.php?id=426</u>