Set up Signature in Webmail
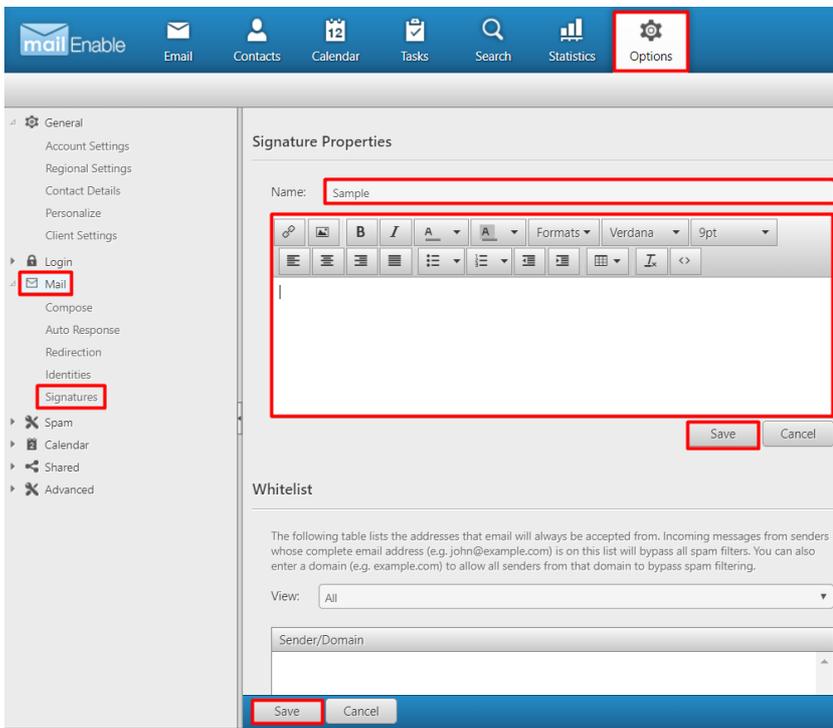

STEP 1: Go to
https://webmail.nurseryweb.co.uk/

STEP 2: Type in the full email address and the password.

Username: info@example.co.uk ; password: ***

And click on **[Login]** button.

STEP 3: Select [**OPTIONS]** -> click **[MAIL]** -> click **[SIGNATURES].**

STEP 4: insert your name in **[Name:]** -> insert the signature details in the text box below **->** click **[Save]** -> click **[Save]** at the bottom**.**

*Toolbar is available to let you to design the signature format, font size, link, insert image and so on.

NurseryWeb