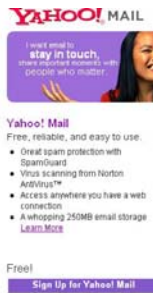


Setting up an E-Mail Account with Yahoo!® Mail



- ❖ Many companies provide free e-mail accounts on the Internet. The advantage of a web-based e-mail account is that you can access it from any computer. Yahoo!® is a popular e-mail account provider, and its e-mail service is called Yahoo!® Mail.
- ❖ Double-click the Microsoft Internet Explorer icon to start the program.

- ❖ In the address bar, type www.mail.yahoo.com and press <enter>.
- ❖ Click on "Sign up Now."

- ❖ Yahoo!® will offer several types of accounts, some of which have charges associated with them.
- ❖ Locate the free account, and click on Sign up for Yahoo!® Mail.
- ❖ Fill in each box of the sign-up form.

- ❖ In the Create Your Yahoo!® ID section, create an e-mail address for yourself. This must be unique among Yahoo!® Mail accounts. You might try a combination of your first and last names, followed by a number, for example, JenniferJordon2004.

- ❖ Once you've typed your ID, click on Check Availability of This ID.
- ❖ If your ID is unique, click on Continue Registration with this ID.
- ❖ If your ID is not unique, Yahoo!® will suggest alternative names. Click on the alternative you prefer.
- ❖ Click on Choose This Yahoo!® ID.
- ❖ Continue filling in the registration form.
- ❖ You do not have to specify an alternate e-mail address if you do not have another e-mail account.
- ❖ You do not have to complete any questions not preceded by an asterisk, which includes the section, Customizing Yahoo!®
- ❖ When you've read the Terms of Service, click on I Agree.

our Yahoo! ID

* First name:

* Last name:

* Preferred content:

* Gender:

* Yahoo! ID: @

ID may consist of a-z, 0-9 and underscores.



Registration Completed: Welcome jenniferjordon2004!

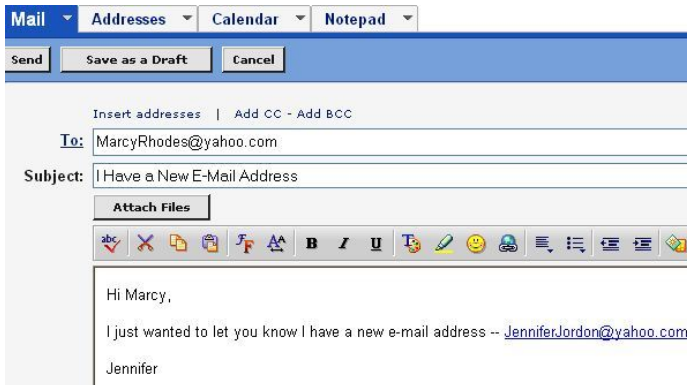
A confirmation message has been sent to the Email Address you provided. Please read the email and follow the instructions to fully activate your account.
We also recommend that you **print out this page** for future reference.

Your Yahoo! ID: **jenniferjordon2004**
Your Yahoo! Mail Address: **jenniferjordon2004@yahoo.com**

- ❖ Yahoo!® will confirm your e-mail address.
- ❖ Print this page for future reference by clicking on the Printer icon.
- ❖ If you have more than one printer, click on the appropriate printer.
- ❖ Click on Print to begin printing.
- ❖ Click on Continue to Yahoo!® Mail to begin using your e-mail account.



- ❖ Click on Inbox to view new messages.
- ❖ Click on the first message in your Inbox to read it.
- ❖ Use the Previous and Next buttons to move among your messages.



- ❖ To send a message, click on Compose.
- ❖ In the To: box, type the e-mail address of the recipient. This address should have the form: something@emailprovider.com.
- ❖ Type a Subject, such as, "I Have a New E-Mail Address."
- ❖ Type the text of your message.
- ❖ When finished, click on Send to send the message to the recipient.
- ❖ Click on Compose to send another message.
- ❖ Click on Mail to return to your Inbox.



- ❖ When finished, click on Sign Out to close your e-mail account. This is especially important if you are using a public computer.



- ❖ Once you've set up your e-mail account, you can access it at www.mail.yahoo.com.
- ❖ Type your Yahoo!® ID and password.
- ❖ Click on Sign In.
- ❖ Do not check the Remember my ID on this computer box if you are using a public computer.