

## [GENERAL GUIDE]

### YOUR ACCOUNT

You may log into your account at <http://www.pelinor.com> to view details of your hosted domains, usage and services, and also to view invoices or make payments.

### SITE ADMINISTRATION

Any dynamic content to your website can be accessed/updated at the following address:

<http://www.yourdomain.com/admin>

using the username and password supplied to you.

### EMAIL ACCOUNTS

If email accounts have been set up for you, you may access them online at the following address:

<http://webmail.yourdomain.com>

using the usernames and passwords supplied to you.

For POP3 email, using the email client of your choice (e.g. Pegasus Mail or Microsoft Outlook) input your full email account username (*user@yourdomain.com*) and password into the settings section for receiving mail (in Pegasus Mail, under Tools, Internet Options, Receiving; in Microsoft Outlook under Tools, Email Accounts, and follow the wizard). Your POP3 (incoming) mail server is: *mail.yourdomain.com*

You may change your passwords and set up forwards & autoresponders for each email account at the following address:

<http://www.yourdomain.com/email>

### WEBSITE STATISTICS

You may view your site statistics by month online at:

<http://www.yourdomain.com/stats>

Click on a month to view extended statistics.

### MAILING LIST

If a mailing list has been set up for you, you will have received the location of your administration script during setup. Log in to the script (the page will be called *maillist.php? action=admin*). Use the menu provided to administer to the list.

### ADDRESS REFERENCE

Account Administration	<a href="http://www.pelinor.com">http://www.pelinor.com</a>
Dynamic Page Administration	<a href="http://www.yourdomain.com/admin">http://www.yourdomain.com/admin</a>
Email Administration	<a href="http://www.yourdomain.com/email">http://www.yourdomain.com/email</a>
Website Stats Location	<a href="http://www.yourdomain.com/stats">http://www.yourdomain.com/stats</a>
Webmail Location	<a href="http://webmail.yourdomain.com">http://webmail.yourdomain.com</a>
POP3 Server	<a href="mailto:mail.yourdomain.com">mail.yourdomain.com</a>

Please contact us with any other queries.

**Pelinor - Websites, Design, Automation**  
<http://www.pelinor.com>