How To Create an Email Account in cPanel

In this Tutorial we are going to learn How To Create an Email Account in cPanel?

Why we are create Email Account in Cpanel? What is the purpose?:

We are creating email account for personalization.

In saas Based application we are sending Activation email after bought our application from jvzoo. All activation emails should be send using this email account.

Prerequisites:

Process:

Step1:

Login into **Cpanel** account go to Lastpass vault

After that you can see below screen

A.] click on […] icon to open lastpass vault.

B.]Search cpanel in search vault field

C.]After that you can see list of related result which you have search in above steps

In that you can see "Ip address with domain name" ,

After that select domain name where you have to create email then you can

see "Cpanel" login page or else you can logged into directly and see

"cpanel" DashBoard.

D) After that you can see below screen (depending on your browser**).**

 For mozilla firefox

 A)Click on 'Advance' button

 B)click on 'Add Exception' button

 C)click on 'Confirm Security Exception'

For Google Chrome

A)Click on 'Advance' button

B)click on 'Proceed to ………….(unsafe)' text

After following all above steps you you can see "Cpanel" login page. After that logged in to cpanel with selecting particular domain on dropdown and hit on "log in"

button.

Step2:

Step3:

Now let's create a new email account.

Step3:

Click the Email Accounts icon.

Step4:

Enter the email address you want to create, and assign it a password.

Step5:

Set a mailbox quota for the account if you wish.

Then click "Create Account".

Step 7:

That's it! The new email account has been successfully created.

Step 8:

From the Email Accounts screen you can access webmail for the account, change its password, change the quota, or even delete the account.

Check Whether you have entered correct Email address.

Check Whether you have logged into correct cpanel account .

Is wrong check again for above steps.