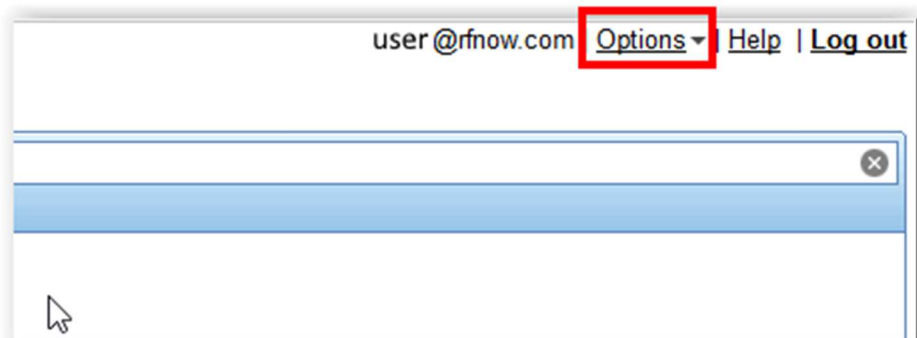


## Setup Password Challenge Questions for Self-Service Password Reset:

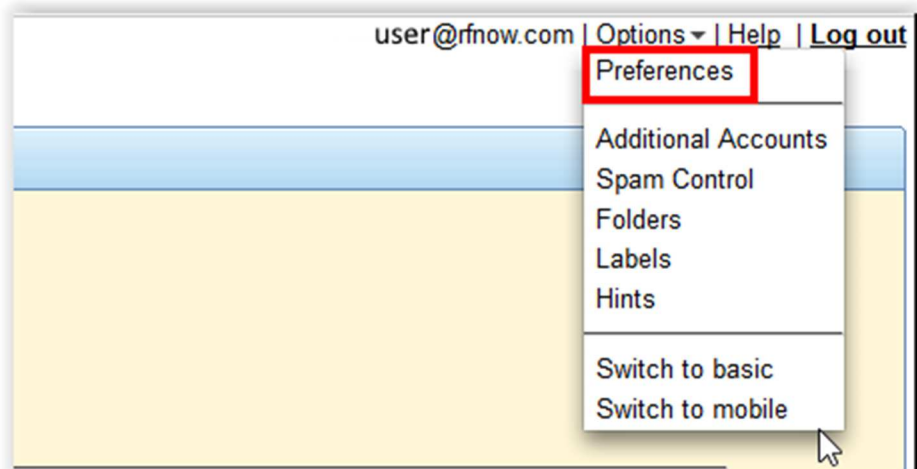
Log into the web interface for surgemail: <http://www.rfnow.com/webmail/webmail.htm>

Enter your username/password.

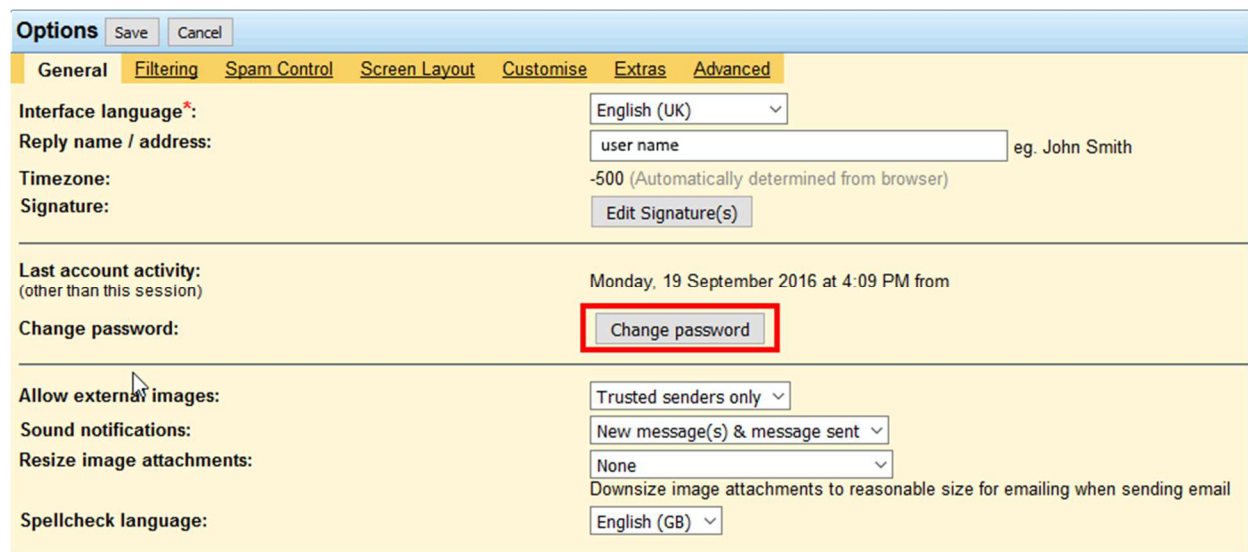
Select **Options**:



Select **Preferences**:



Select **Change Password**:

A screenshot of the 'Options' page in the webmail interface. The page has a blue header with 'Options' and 'Save' and 'Cancel' buttons. Below the header are tabs for 'General', 'Filtering', 'Spam Control', 'Screen Layout', 'Customise', 'Extras', and 'Advanced'. The 'General' tab is selected. The page contains several settings sections: 'Interface language\*' (English (UK)), 'Reply name / address' (user name, eg. John Smith), 'Timezone' (-500 (Automatically determined from browser)), 'Signature' (Edit Signature(s)), 'Last account activity' (Monday, 19 September 2016 at 4:09 PM from), 'Change password' (Change password button highlighted with a red box), 'Allow external images' (Trusted senders only), 'Sound notifications' (New message(s) & message sent), 'Resize image attachments' (None, Downsize image attachments to reasonable size for emailing when sending email), and 'Spellcheck language' (English (GB)).

In the Password retrieval question(s) section, type your question and answer or using a Suggestion from the drop down, clicking Add Question afterwards to save your question.

webmail.rfnow.com - Serverside email filtering (user.cgi in a dialog)

**Password settings**

Current password	<input type="text"/>
or Recovery code	<input type="text"/>
New password	<input type="text"/>
New password again	<input type="text"/>

[Change](#)

**Password retrieval question(s)**

Here you can enter a set of questions and answers that can be used to reset your password if you forget your original one. When you click

Suggestions	Suggestions	
Question	<input type="text"/>	e.g. Name of my first cat, school, street I lived on etc...
Answer	<input type="text"/>	

[Add Question](#)

Recovery Email

[Save Recovery Email](#)

Note: Use the inline save button(s) to save changes to settings on this page.

*You must set up a minimum of 2 (two) questions for this feature to work*