



Changing a cPanel hosted email account password

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Overview

If you need to reset the password on any email accounts that are set up on your domain, you can easily do this by following the steps below.

Method:

- Log in to your cPanel account.
- Under the "**Email**" header, select "**Email Accounts**".
- Locate the email account you wish to change the password for and select the "**Manage**" button to the right of the list.
- In the "**Manage an Email Account**" screen, locate the "**Security**" heading. Enter your new password in the "**New Password**" field. We highly recommend using the "**Generate**" button to the right of the password field to create a secure random password.
- Once you have entered your new password, scroll to the bottom of the page and click on the blue "**Update Email Settings**" button.

Please Note: You will need to update any passwords for your email account in your mail clients (Outlook, Mac Mail, etc) before they will be able to receive mail again.