

Knowledgebase > cPanel Shared Web Hosting > How to create cPanel-hosted email accounts

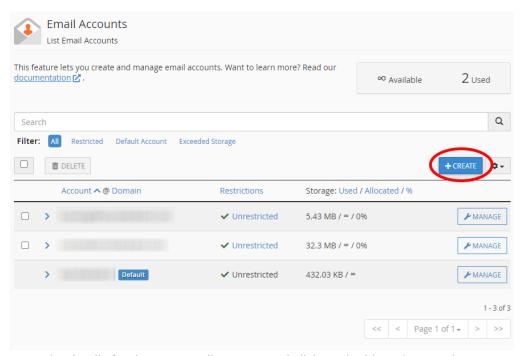
How to create cPanel-hosted email accounts

Felix Lane - 2025-01-17 - cPanel Shared Web Hosting

Method:

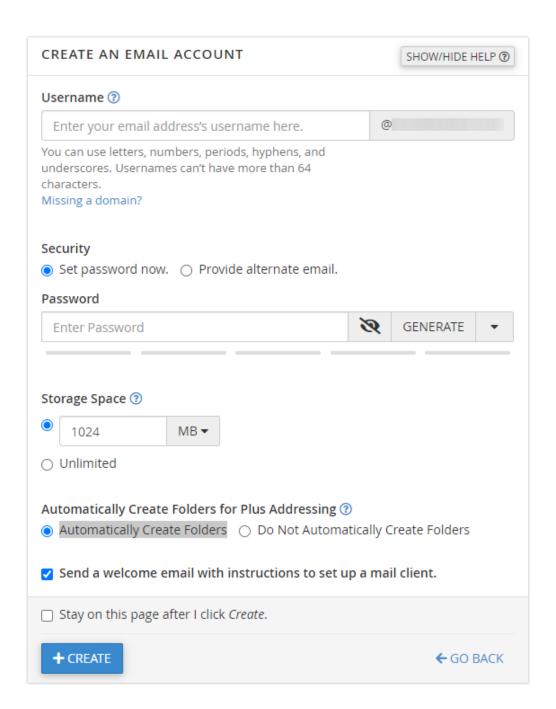
 Firstly, log into your cPanel account and go to "Email > Email Accounts" and click on the blue "Create" button.

Click here to show the screenshot



- 2. Enter the details for the new email account and click on the blue "Create" button.
- 3. In most instances, you will want to set "Storage Space" to "Unlimited", and leave the "Automatically Create Folders for Plus Addressing" option set to "Automatically Create Folders"

Click here to show the screenshot



Tip: If you are creating multiple accounts for multiple users, tick the "**Stay on this** page after I click *Create.*" option before clicking create.

Tags			
cpanel			
email			