

Login IBIsys and Start ICONDESK

Once the *Mail/Courier* window is opened the UserLogin dialog box is displayed. The user must enter his/her *Login Name*, *Host Name* and *Password*.

The *Login Name* is the user's system identifier, which allows him/her to successfully access the E-mail server, send and receive messages. A new user can request their identifier from the system administrator. The Login Name will consist of the first six letters of the user's family name and the first letter of the user's surname. This information must be typed in lowercase and is not considered confidential information.

The *Host Name* is the name of the network server to which you are connected. A new user can request the Host Name from the system administrator. This information must also be typed in lowercase.

The *Password* is the protection tool which makes it impossible for users to access other users' mail. The system administration will provide a new user with a default password (such as "lmxuser"). The user is responsible for changing his/her password as per the SIGNET security procedures presented in the "Introduction to the SIGNET LAN" learning guide.

NOTE: Once logged into ICONDESK, the Alt+Tab keys are used to switch between other running applications and ICONDESK.