




**Illinois Electric  
Cooperative**

Your Touchstone Energy® Partner 

# Change your password

Within webmail

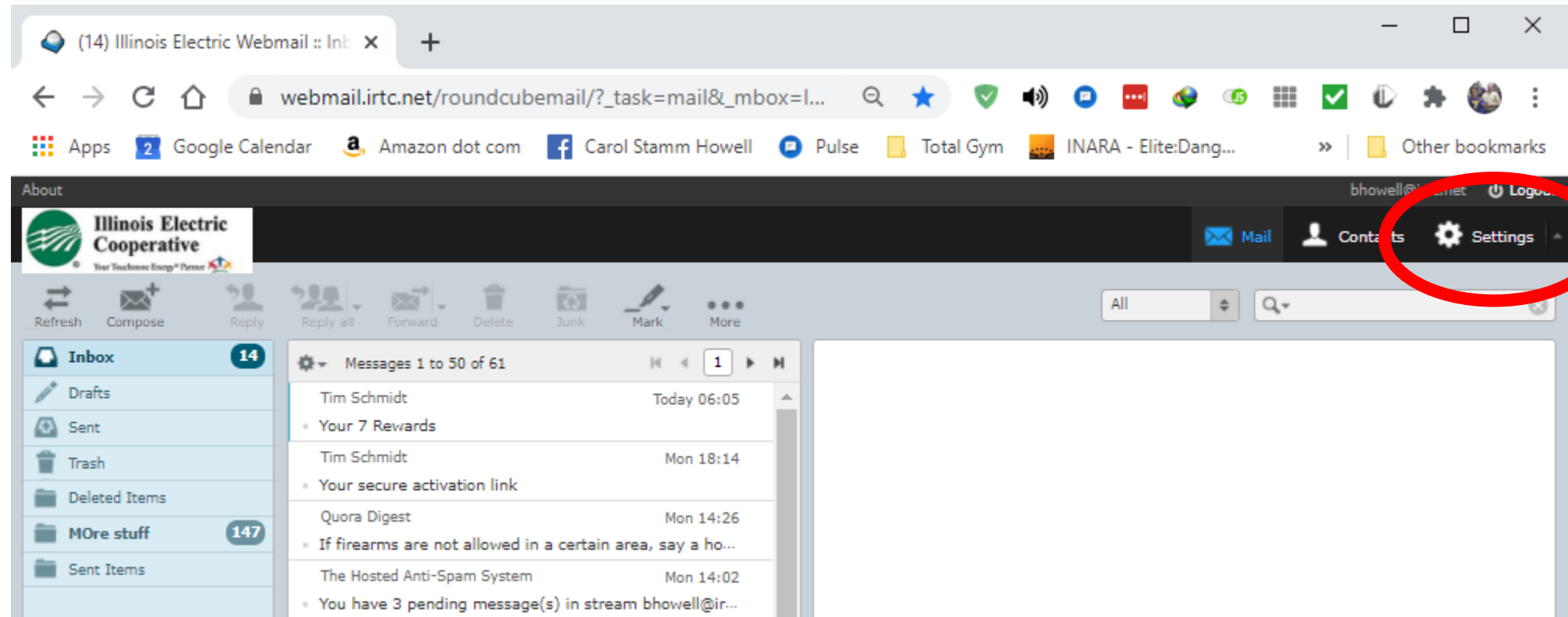
# Log in to webmail.irtc.net

The screenshot shows a web browser window with the following elements:

- Browser Tab:** (14) Illinois Electric Webmail :: Inb x
- Address Bar:** webmail.irtc.net/roundcubemail/?\_task=mail&\_mbox=l...
- Bookmarks Bar:** Apps, Google Calendar, Amazon dot com, Carol Stamm Howell, Pulse, Total Gym, INARA - Elite:Dang..., Other bookmarks
- Page Header:** About, bhowell@irtc.net, Logout
- Navigation:** Mail, Contacts, Settings
- Message Actions:** Refresh, Compose, Reply, Reply all, Forward, Delete, Junk, Mark, More
- Left Sidebar (Folders):** Inbox (14), Drafts, Sent, Trash, Deleted Items, MOre stuff (147), Sent Items
- Message List:** Messages 1 to 50 of 61. The first message is from Tim Schmidt, dated Today 06:05, with a subject line "Your 7 Rewards".

From	Date
Tim Schmidt	Today 06:05
• Your 7 Rewards	
Tim Schmidt	Mon 18:14
• Your secure activation link	
Quora Digest	Mon 14:26
• If firearms are not allowed in a certain area, say a ho...	
The Hosted Anti-Spam System	Mon 14:02
• You have 3 pending message(s) in stream bhowell@ir...	

# Click on “Settings”



The screenshot shows a web browser window displaying the Illinois Electric Cooperative webmail interface. The browser's address bar shows the URL `webmail.irtc.net/roundcubemail/?_task=mail&_mbox=l...`. The page header includes the Illinois Electric Cooperative logo and navigation links for Mail, Contacts, and Settings. The Settings link, represented by a gear icon, is circled in red. Below the header, there is a row of action buttons: Refresh, Compose, Reply, Reply all, Forward, Delete, Junk, Mark, and More. A search bar is also present. The main content area is divided into three sections: a left sidebar with folders like Inbox (14), Drafts, Sent, Trash, Deleted Items, MOre stuff (147), and Sent Items; a central message list showing messages from Tim Schmidt and other sources; and a large empty area on the right for the message content.

Folder	Count
Inbox	14
Drafts	
Sent	
Trash	
Deleted Items	
MOre stuff	147
Sent Items	

From	Subject	Date
Tim Schmidt	Your 7 Rewards	Today 06:05
Tim Schmidt	Your secure activation link	Mon 18:14
Quora Digest	If firearms are not allowed in a certain area, say a ho...	Mon 14:26
The Hosted Anti-Spam System		Mon 14:02
	You have 3 pending message(s) in stream bhowell@ir...	

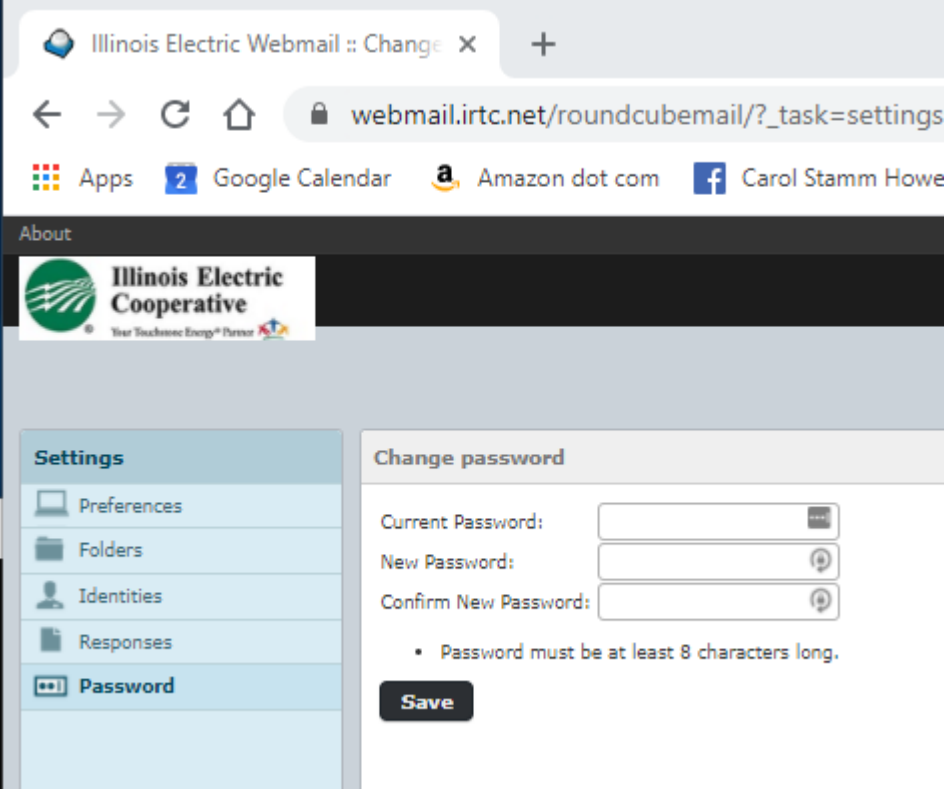
# Click on "Password"

The screenshot shows a web browser window with the URL `webmail.irtc.net/roundcubemail/?_task=settings`. The page header includes the Illinois Electric Cooperative logo and navigation links for Mail, Contacts, and Settings. The main content area is divided into two columns: 'Settings' and 'Section'. The 'Settings' column lists various options, with 'Password' highlighted by a red circle. The 'Section' column lists categories like User Interface, Mailbox View, and Server Settings.

Settings	Section
Preferences	User Interface
Folders	Mailbox View
Identities	Displaying Messages
Responses	Composing Messages
<b>Password</b>	Contacts
	Special Folders
	Server Settings

# Change your password

- Enter current password
- Type in your new password
  - 10 characters
  - Must contain one number
  - Must contain punctuation mark
- Click “Save”



The screenshot shows a web browser window with the address bar displaying "webmail.irtc.net/roundcubemail/?\_task=settings". The page header includes the Illinois Electric Cooperative logo and the text "Your Touchless Energy Partner". A left-hand navigation menu is titled "Settings" and includes options for "Preferences", "Folders", "Identities", "Responses", and "Password". The "Change password" section contains three input fields: "Current Password:", "New Password:", and "Confirm New Password:". A note below the fields states "Password must be at least 8 characters long." and a "Save" button is located at the bottom of the form.