



SELIA EKUITI SDN. BHD.

EMAIL REGISTRATION FORM

NAME	<input type="text"/>	DESIGNATION	<input type="text"/>
COMPANY/DEPT.	<input type="text"/>	DATE	<input type="text"/>

Registration Type

User Account Group Account

Account Information

<input type="checkbox"/> New	<input type="checkbox"/> Remove	e-mail ID [1]:
<input type="checkbox"/> Suspend	<input type="checkbox"/> Modify	e-mail ID [2]:
		e-mail ID [3]:

<table border="1" style="width: 100%;"> <tr><th>Suspend / Remove e-mail Account</th></tr> <tr> <td> <input type="checkbox"/> Delete <input type="checkbox"/> Forward Authority to manage this e-mail given to <input type="text"/> Terminate this account after [] days. </td> </tr> </table>	Suspend / Remove e-mail Account	<input type="checkbox"/> Delete <input type="checkbox"/> Forward Authority to manage this e-mail given to <input type="text"/> Terminate this account after [] days.	<table border="1" style="width: 100%;"> <tr><th>Group Members Account</th></tr> <tr> <td style="height: 100px;"><input type="text"/></td> </tr> </table>	Group Members Account	<input type="text"/>
Suspend / Remove e-mail Account					
<input type="checkbox"/> Delete <input type="checkbox"/> Forward Authority to manage this e-mail given to <input type="text"/> Terminate this account after [] days.					
Group Members Account					
<input type="text"/>					

Steps to Change Your Password:

- a) Login email at address/URL: <https://mymail.seliagroup.com>.
- b) Enter your full e-mail address and temporary password.
- c) Then click 'Sign In'.
- d) Click 'Options' at the main menu.
- e) Click at 'Change of password' menu.
- f) Enter your new password and confirm password. Then click 'Save' button.
- g) Logout and re-login using new password.

Submitted By:

Accepted By:

HR Department

IT Department

TO BE USED BY IT DEPARTMENT ONLY

APPLICATION Accepted From : Accepted By : Accepted Date :	ACTION e-mail Termination By : e-mail Termination Date :
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