PANDUAN PENGGUNA

BERIKUT ADALAH LANGKAH-LANGKAH UNTUK LOGIN EMEL 1GOVUC SECARA OUTLOOK WEB APPLICATION(OWA)

- Buka URL <u>https://www.1govuc.gov.my</u> atau klik pada link 'Webmail 1GovUC ' pada laman web JPAM.
- 2. Paparan seperti dibawah





3. Paparan seperti dibawah

GovUC Outlook Web App	
If you have low vision and use a screen reader or high contrast settings, you can select the check box below to optimize Outlook Web App for this and all subsequent sessions. After you sign in, you can modify this choice at any time using Options.	
Use the blind and low vision experience	
Choose the language you want to use.	
Language: English (United States)	
Time zone:	Klik
(UTC+08:00) Kuala Lumpur, Singapore 🔹	
ОК	
Connected to Microsoft Exchange	

4. Berikut adalah paparan setelah berjaya login



1	Klik pada tab 'Options'		
			sign out Ratnamalar A. Daniel (BTM)
4ail > Inbox 201 If	ems		Find Someone Options * 2 *
avorites	New - Delete - Move - Filter - View -	ø	MOHON B Options 2
atnamalar A. Daniel	(BTM Search Entire Mailbox	× _ ۹	CREATE EN Set Automatic Replies
Distance (198)	Conversations by Date * Newes	t on Top	Change Your Password

11:17:20 AM

9:43:04 AM

9:35:14 AM

Sun 9:29:31 PM

Sat 20/6

? Ø Fri 19/6

m

Mohd Ridzu

To: Ratnamalar A. Da

Cc: Muhamad Zainul

Salam Sejahtera Pu

Mohon bantuan unt berikut :

Alamat Email yang dicadangkan : zhafran@civildefence.gov.my

Terima kasih Puan Ratna.

Create an Inbox Rule...

See All Options...

lect a Theme

Nama : SM (PA) Mohd Zhafran Hanafi Bin Mohd Rosdan No KP : 870404-08-5725

-

MOHON BANTUAN UNTUK CREATE EMAIL

🧧 JEMPUTAN MESYUARAT PERKHIDMATAN 1...

Follow Halimah Udai, JPAMSarikei and Abu b... Twitter

🖂 Mohd Najib Tun Razak tweeted: Selepas berb..

🔤 MAKLUMAN : 1GovUC : Manual Pengguna - ..

🖂 Mesyuarat Semakan Kontrak DMS

2	
2	

Klik pada tab 'Change Your Password'

Deleted Items

Junk E-Mail

Notes RSS Feeds

Search Folder

Drafts [4]

🔁 Sent Items

5. Paparan Change Password . Taipkan password default, kemudian password baru dan klik 'save'

Outlook Web App		sign out Ratnamalar A. Daniel (BTM)
Mail > Options		My Mail 🛛 🔹
Account Organize E-Mail Groups	Mail Calendar General Sent Items Regional Password	
Settings	Change Password	
Phone Block or Allow	Enter your current password, type a new password, and then type it again to confirm it. After saving, you might need to re-enter your user name and password and sign in again. You'll be notified when your password has been changed successfully. Domain/user name: IGOVUC/ratna.jpam Current password: New password: Confirm new password:	
	✓ Save	

6. Password memerlukan **12 aksara** dengan gabungan **huruf besar, huruf kecil, nombor** dan **simbol**. Sila catit dalam buku rekod persendirian supaya tidak lupa.

7. PERHATIAN : password dengan perkataan sama seperti username tidak diterima oleh sistem

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