

Logging in to Web Mail

You have the ability to read your **school** E-mail from any computer that has a web browser and Internet access.

1. Web address:
http://mail.wsd.wednet.edu:32000/mail/

2. Type in your mail user name and password. Click on the Login button.



WSD 246
WENATCHEE SCHOOL DISTRICT
235 Sunset Avenue 509.663.8161 509.663.3082 fax

E-mail address :

Password :

Encrypted login

[Forgot your password?](#)

3. Click on the '**Get Messages**' button.

[Get Messages](#) || [New Message](#) || [Folders](#) || [Address Book](#) || [Calendar](#) || [Settings](#)

Any messages that you have on the server will appear.

4. Read the message by clicking on it.

[AS Subject](#)

 [\[Spam\] SmartBrief: Top voc-ed official to step down](#)

5. Deleting the message or messages:

Click in the box before the message so that a check mark appears in the box. Select all of the messages that you want to delete.



Click on the Delete Selected button. The button is found on the bottom right of the web mail window.



6. Log-out when you are finished.

