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1. login to WebMail https://mail.ywycschools.com with your UserName and Password.



2. Get to Right Top Corner ,find the Option.

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€ Options		
Shortcuts		
∡ General	H Save X Discard	
My account	My account	
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3. Click General Catalog ,find my Account

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4. Use Change my Password , The new password complexity need One Caps Character, Special Symbols , Numbers, No contain User Name, at least 8 Characters.