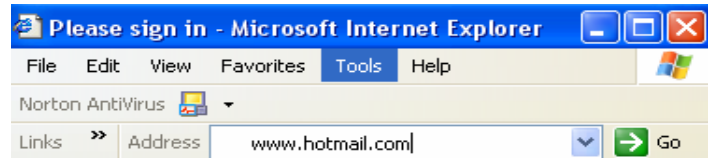
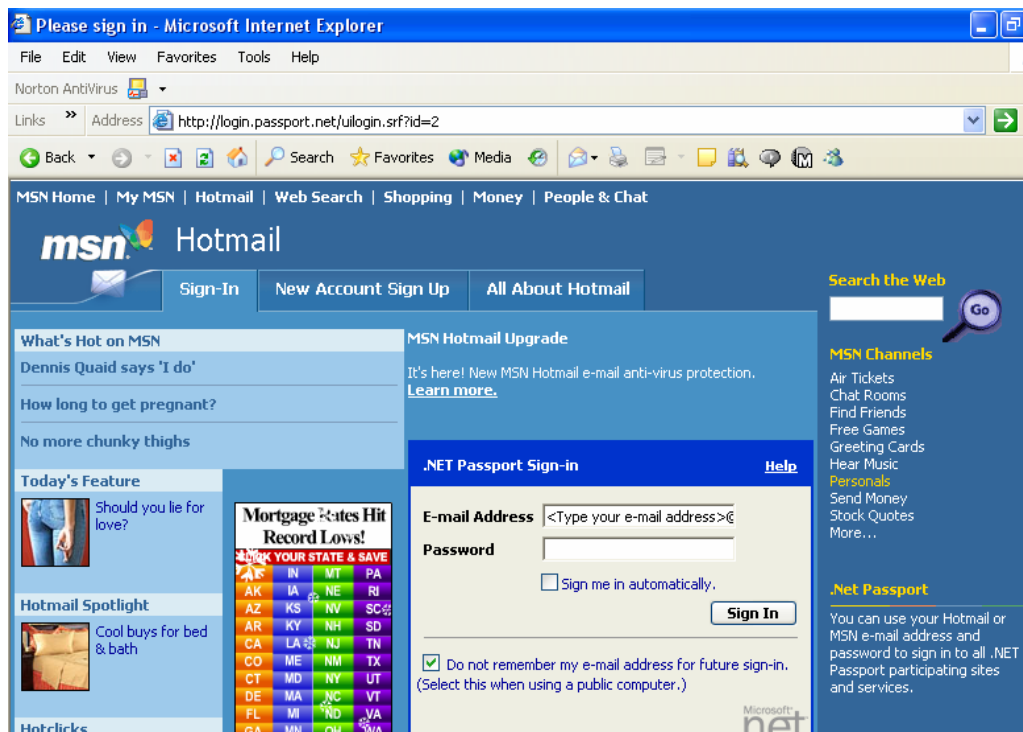


## GET A FREE E-MAIL ACCOUNT HOTMAIL

1. Open Internet Explorer
2. Go to: [www.hotmail.com](http://www.hotmail.com)
  - a. Find the address bar
  - b. Point and click in the address bar
  - c. Type: [www.hotmail.com](http://www.hotmail.com)
  - d. Push the *Enter* key

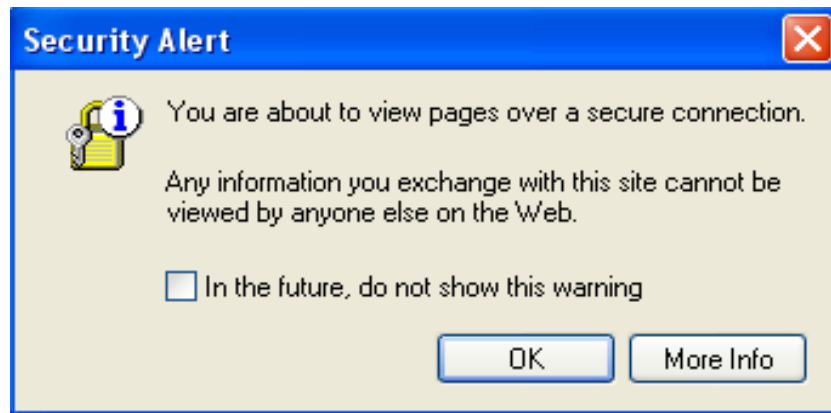


3. The computer screen should look similar to this:



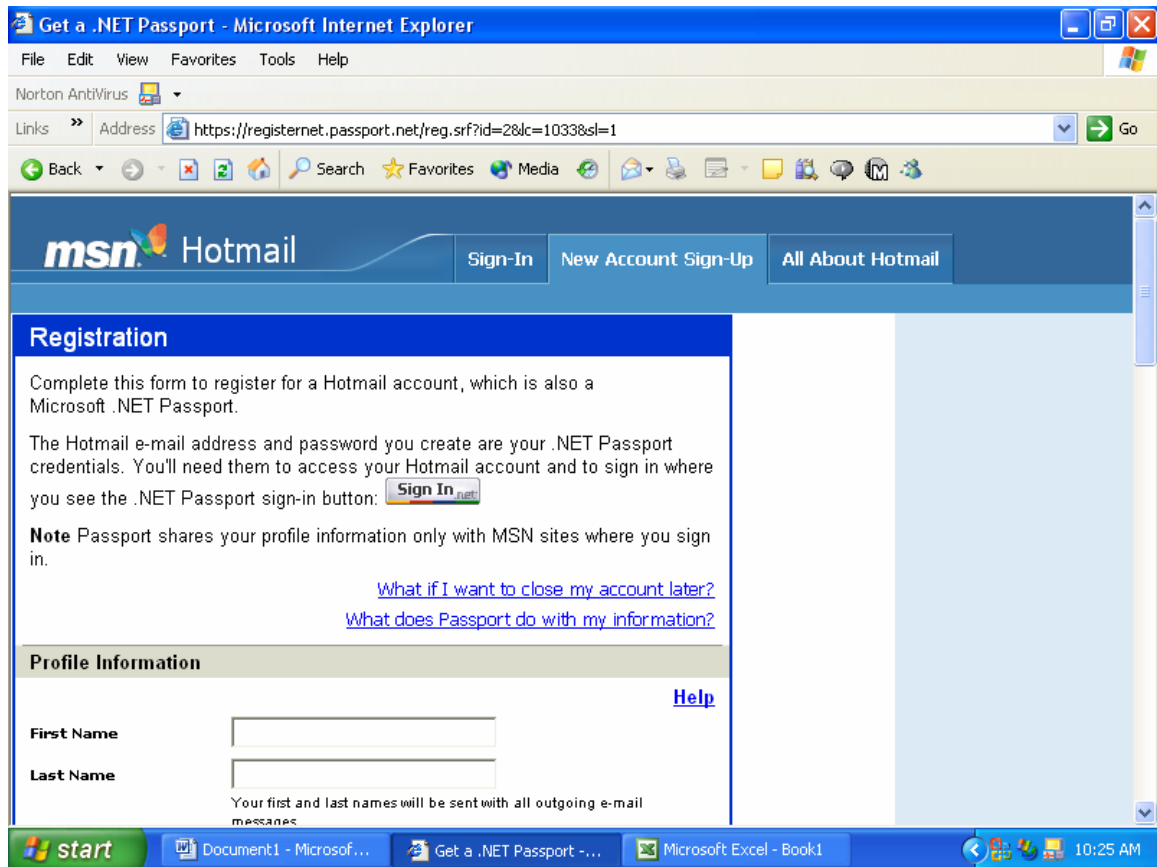
4. Choose "New Account Sign Up"
  - a. Use the mouse to point to "New Account Sign Up"
  - b. Click the button on the left side once

5. The following Security Alert will pop up onto the screen:



6. Choose OK

7. This will take you to the Hotmail Registration Page.



8. Read the instructions on this page carefully.

9. Enter your Profile Information.

\*If a blank says [choose] or [select], you must choose an option to continue.

\*All profile information must be entered to complete the registration process. If you miss a question, it will ask you to provide information before allowing you to continue.

10. Enter your Account Information.

Account Information	
E-mail Address	<input type="text"/> @hotmail.com
Password Six-character minimum; no spaces	<input type="text"/>
Retype Password	<input type="text"/>
Secret Question	Favorite pet's name? <input type="button" value="v"/>
Secret Answer	<input type="text"/>
Alternate E-mail Address (Optional)	<input type="text"/>
Password-reset instructions are sent to this account. <a href="#">More...</a>	
Registration Check	Type the characters that you see in this picture. <a href="#">Why?</a>
	
	<input type="text"/>
	Characters are not case-sensitive.

**E-mail address:** Choose an e-mail address for yourself.

\*This free e-mail service is used by people all across the country. As a result, the e-mail address you choose may have already been chosen by someone else. Try to choose something unique.

\*Hotmail will tell you if the address you selected is unavailable. If so, choose another.

**Password:** Choose a password.

\*Passwords must have six characters.

\*Passwords cannot include any spaces.

\*You will need your password every time you use this e-mail account.

**Secret Question:** If you forget your password, you may be able to reset it by answering the secret question.

\*Choose a question that you will answer the same if asked in the future. This will be your **secret answer**.

11. Complete the **Registration Check**.

\*Choose Why? for an explanation of why this is required.

12. Review the agreements.

\*Choose the link for each agreement and read it carefully before continuing.

\*Follow the instructions for accepting the agreements or canceling registration.

13. If you accept the agreement, choose *I Agree*.  
If you do not accept it, choose cancel to stop the registration process.

14. If you missed any required information, you will be asked to enter it at this time.

\*Enter the necessary information.

\*Choose *I Agree* to continue or *Cancel* to exit registration.

15. If your e-mail address has already been selected, you will be asked to choose a new one.

\*Enter another address or choose one suggested by Hotmail. The suggested e-mail addresses should be available.

\*Choose *I Agree* to continue or *Cancel* to exit registration.

16. Hotmail will tell you that your registration is complete.

\*The address that appears on the screen [youraddress@hotmail.com](mailto:youraddress@hotmail.com) is your e-mail address.

Others must enter this address exactly as it appears on the screen in order to send you e-mail. Please write it down carefully.

17. Choose *Continue* to activate your account.

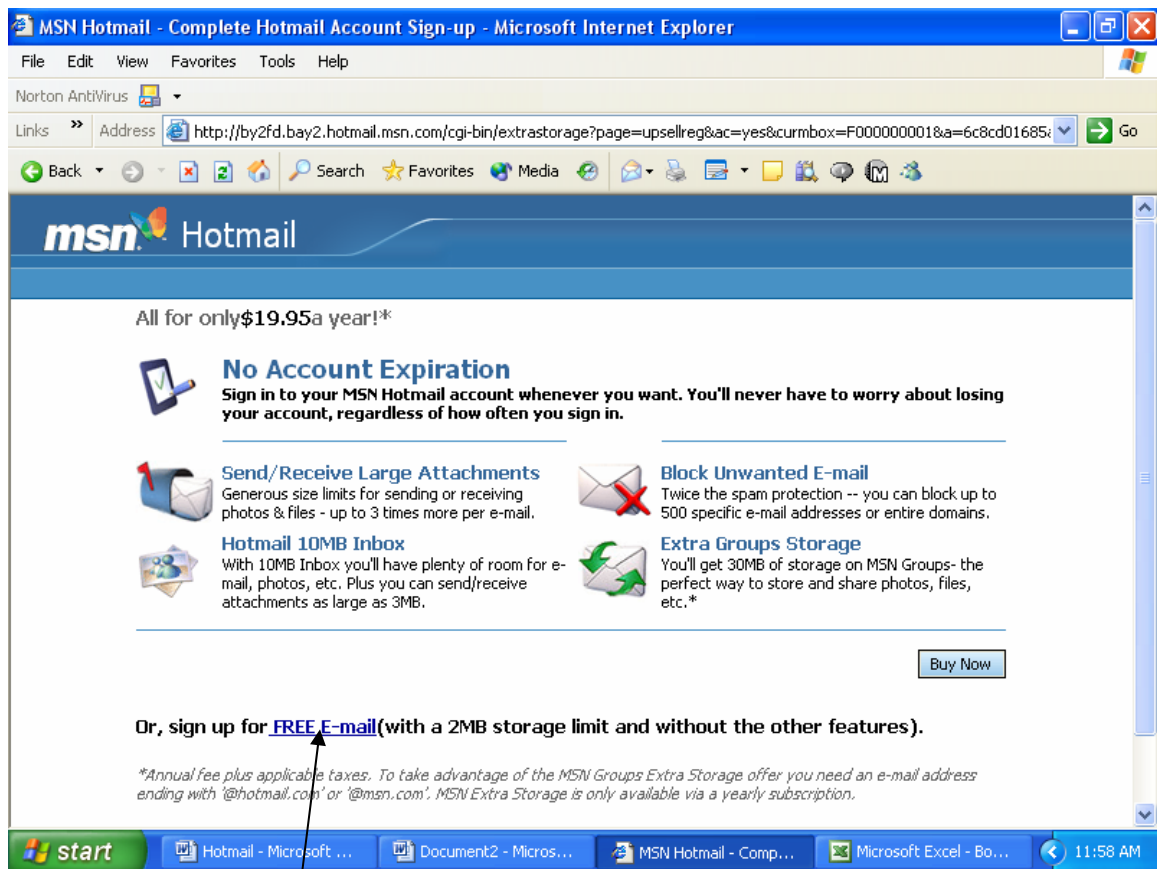
18. The **Security Alert** will pop up on the screen again.

a. Choose *OK*.

19. To activate your account:

a. Enter your password.

- b. Choose *continue*.
  - c. Choose *OK* or *Yes* if a security alert appears on the screen if a security alert appears on the screen.
  - d. Hotmail will verify that an account has been reserved for you.
  - e. Choose *Activate My Account* to continue.
20. Read the agreement carefully.
21. Choose *I Accept* or *I Decline*.
22. Now you need to specify that you want to sign up for *FREE E-mail*. You will see the following screen:



23. Choose *FREE E-mail*.
24. Hotmail will offer to send you newsletters.
- a. Read and follow the instructions provided by Hotmail

- b. Choose *Continue* (at the bottom of the screen) when you are finished.
- 25. Hotmail will offer to send you e-mails about special discounts.
  - a. Read and follow the instructions provided by Hotmail
  - b. Choose *Continue* (at the bottom of the screen) when you are finished.
- 26. Hotmail will now take you to your e-mail account.
  - \* Remember to choose *SIGN OUT* when you are finished.

Congratulations!  
You have registered for an e-mail account.