Instructions on Accessing Giles Webmail

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1. Open any web browser such as: Internet Explorer, Netscape, or Mozilla and type in
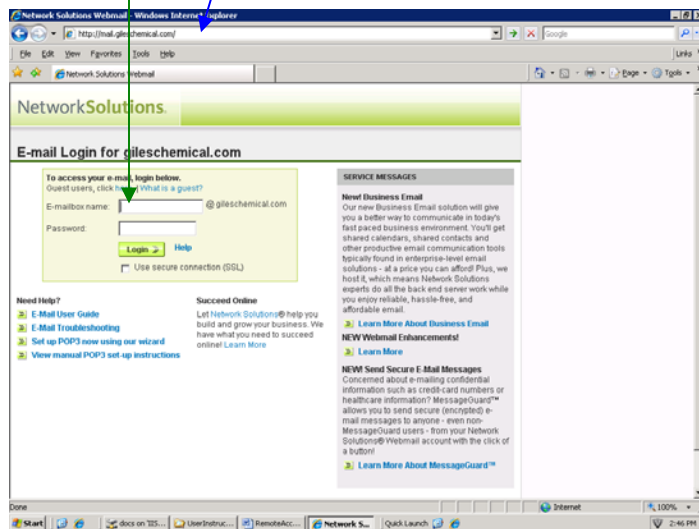http://mail.gileschemical.com

2. Login

Your username is (no spaces) first initial last name@gileschemical.com but you only need to type first initial last name (do not include @gileschemical.com).

Your password is CAPITAL first initial LOWERCASE last name (no space) and some numbers (check with IT), please be sure that the first initial is capitalized.

Click <Login>.

Be sure to click Sign Out in the upper right hand corner when you are done.