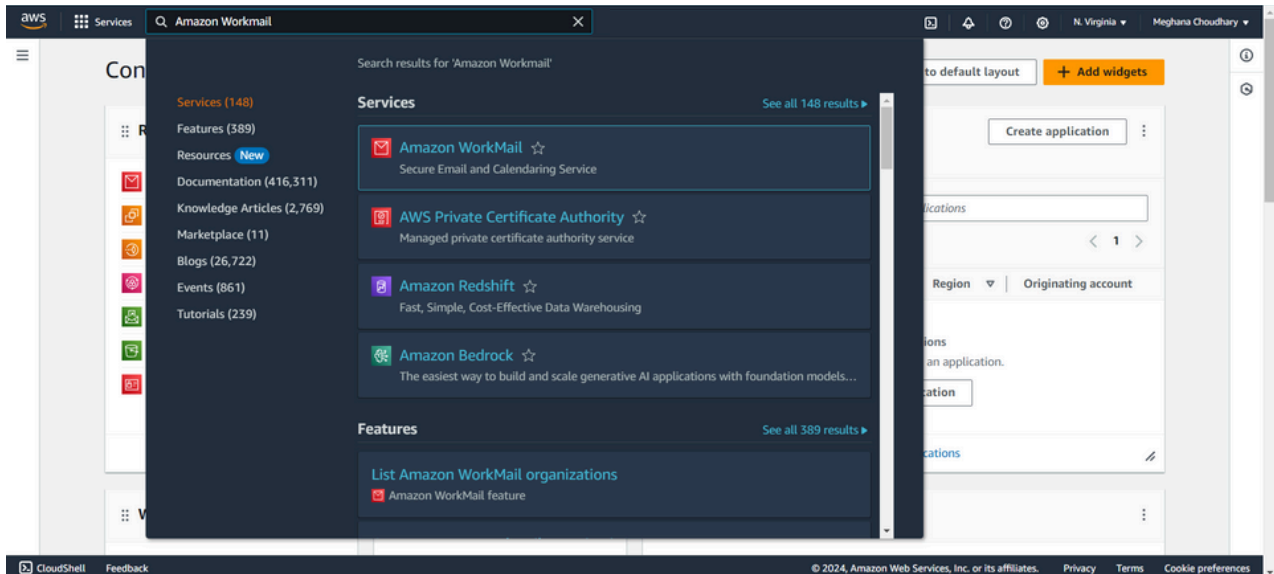


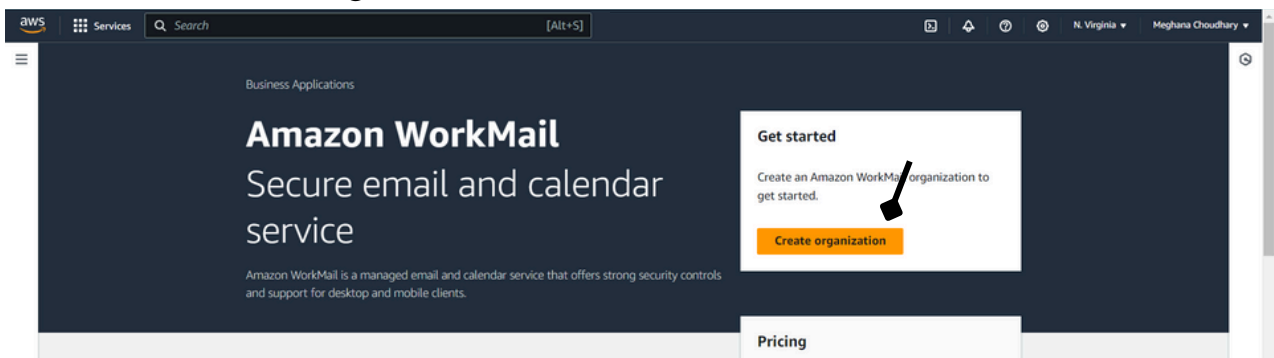
## 13. PROBLEM STATEMENT:

Create a Workmail for your organization.

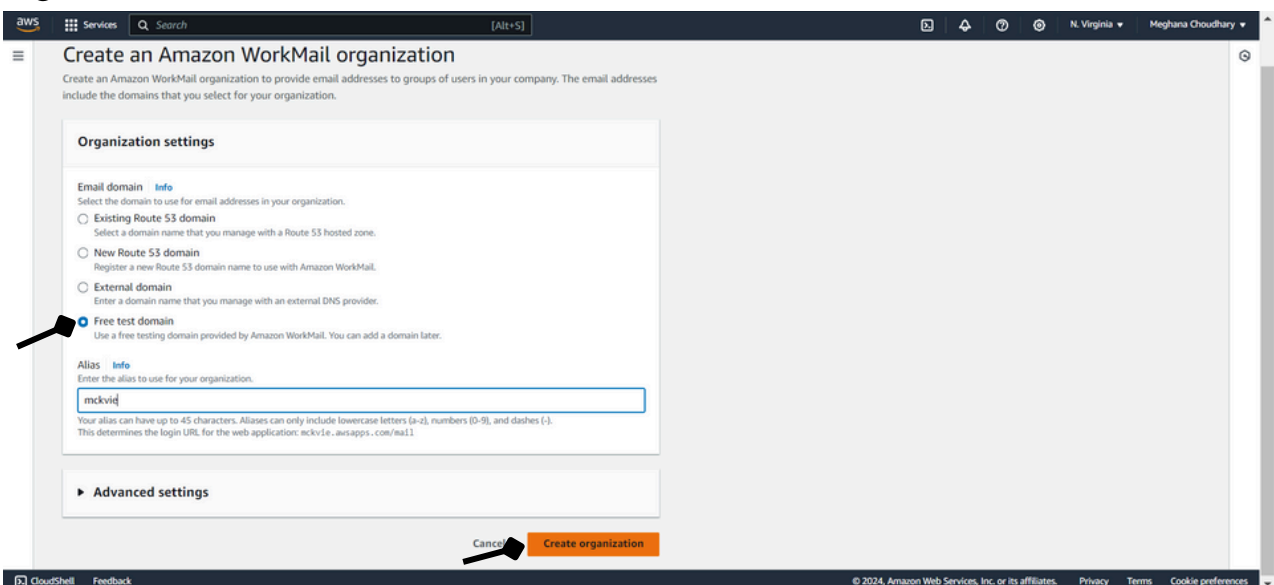
1. Log into AWS console and search for “Amazon WorkMail”.



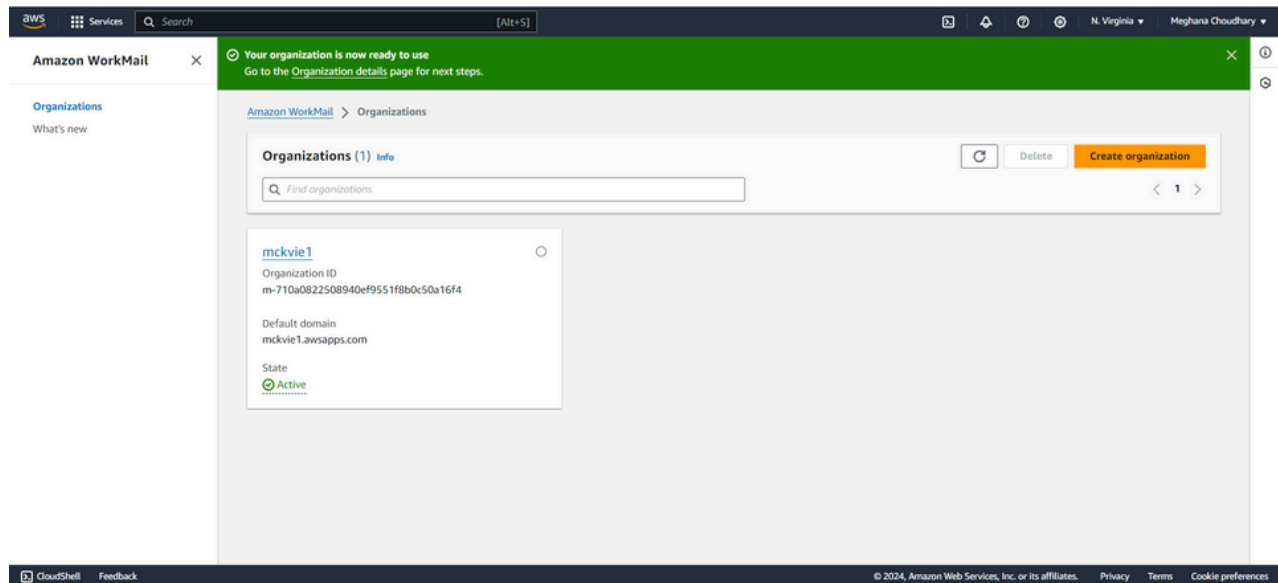
2. Click on ‘Create Organization’.



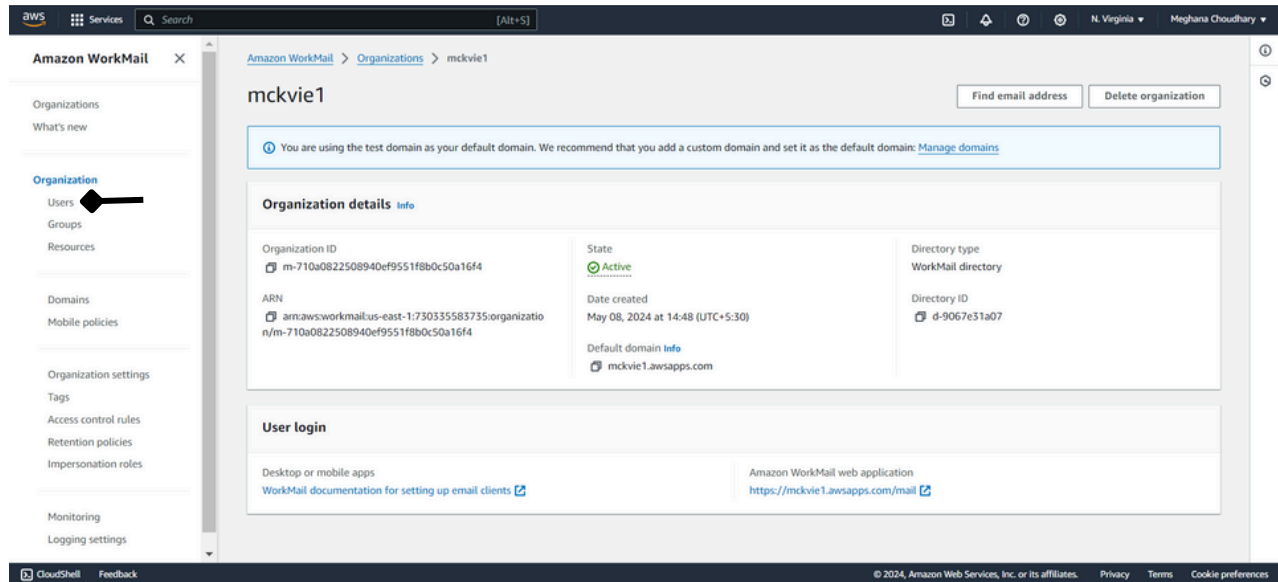
3. Select ‘Free test domain’ add Alias for your organization and click on ‘Create organization’.



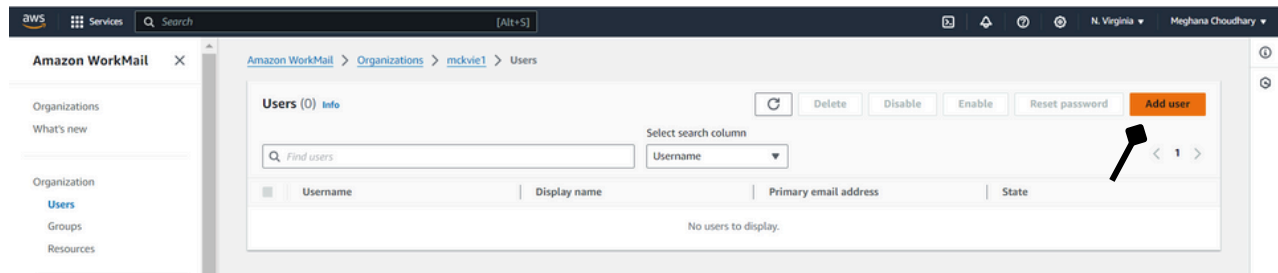
4. Organization created successfully.



5. Select The organization and Go to users.



6. 'Add User'.



## 7. Add details for the user and click on 'Add user'.

**Add a user** Info

Add a user to your Amazon WorkMail organization.

**User details**

Username  
The username enables the user to login to the Amazon WorkMail webmail.  
choudharymeghana1504@gmail.com  
Username can only contain the following characters: a-z, A-Z, 0-9, \_ (underscore), - (hyphen) and @.

First name - optional  
Meghana

Last name - optional  
Choudhary

Display name  
The name by which the user is presented in the system.  
Meghana Choudhary

Email address  
Primary email address to be used for this user.  
choudharymeghana1504 @ mckvie1.awsapps.com

☒ Show in global address list  
By default, all enabled users appear in the global address list. You can hide a user from the global address list.

☐ Remote user  
You can select this option if the user is in a remote system. This will create an address book entry for the user, but not a mailbox.

**Password setup**

Password  
Password for the user to log in with.  
\*\*\*\*\*

Repeat password  
\*\*\*\*\*

Cancel Add user

## 8. User added successfully.

**Amazon WorkMail** X

Organizations  
What's new

Organization  
Users  
Groups  
Resources

**Successfully added Meghana Choudhary.** X

Amazon WorkMail > Organizations > mckvie1 > Users

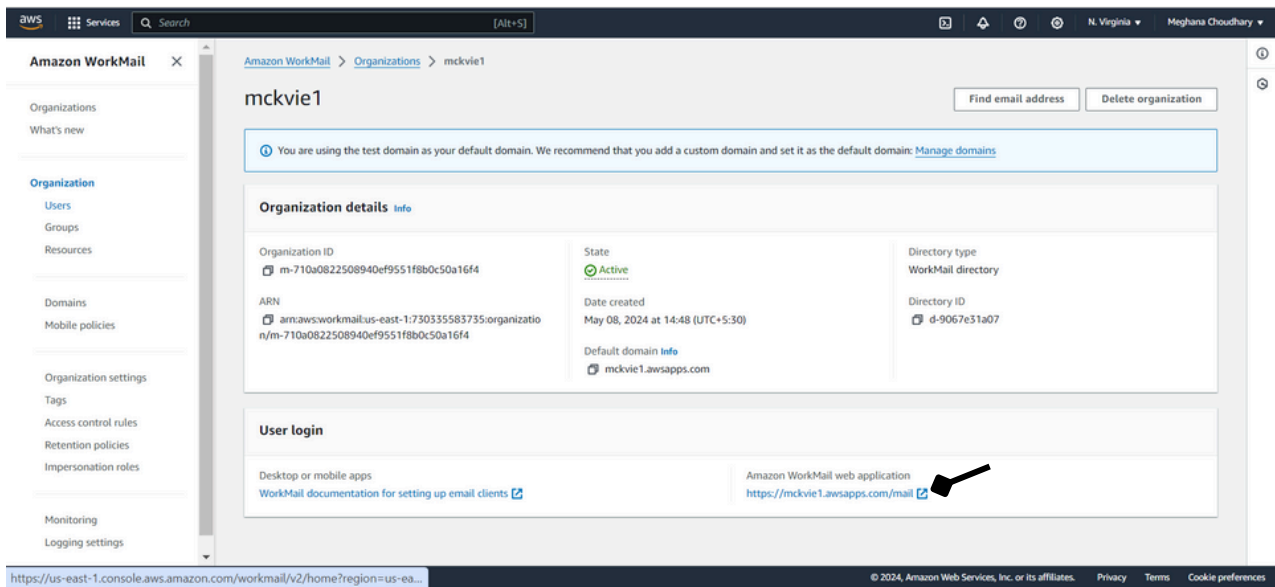
Users (1) Info

Find users

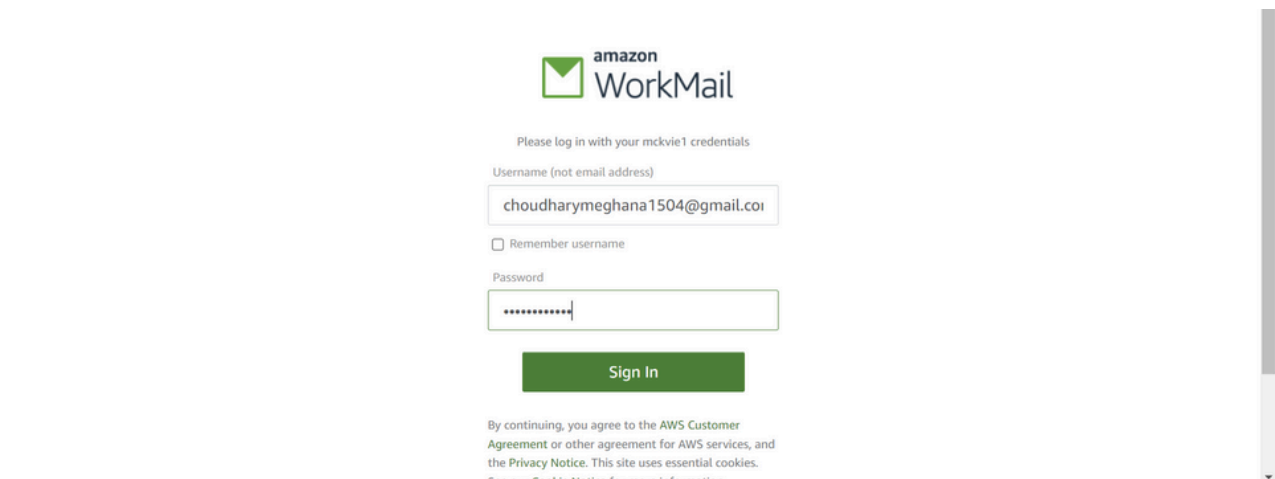
Select search column  
Username

	Username	Display name	Primary email address	State
<input type="checkbox"/>	choudharymeghana1504@gmail.com	Meghana Choudhary	choudharymeghana1504@mckvie1.aws...	Enabled

9. Now go back to your organization and open Amazon WorkMail web application.



10. Sign in with the User credentials of the you just created.



11. Amazon WorkMail is now activated. You can send emails from and receive emails to this email address.

