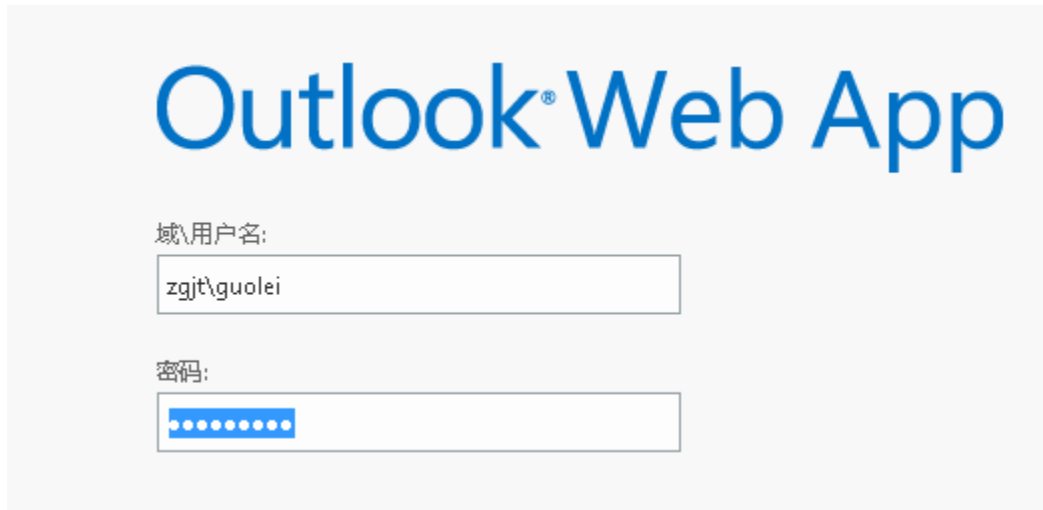


紫光集团邮箱配置与使用指南

1. 如何登录网页版邮箱？

网页版邮箱：<https://mail.unigroup.com.cn>

(用户名格式请参考下图：域\用户名)



2. 如何修改密码？

2.1 进入网页版邮箱，点击右上角小齿轮选择“更改密码”。



域名\用户名:	<input type="text" value="ZGJT\guolei"/>
当前密码:	<input type="password" value="●●●●●●●●"/>
新密码:	<input type="password"/>
确认新密码:	<input type="password"/>

2.2 修改后保存即可。

(注：集团对于密码复杂度要求：邮箱密码必须包含大小写字母、数字、特殊字符等其中至少三种不同的字符组合，长度要求在 8 位（含 8 位）以上，并在 180 天内修改一次密码)

3. 如何配置PC端邮箱？

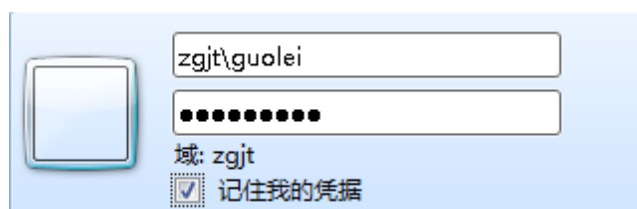
与新华三集团现有方式相似，服务器地址设置为 mail.unigroup.com.cn



The screenshot shows the Outlook '帐户设置' (Account Settings) dialog box. The '电子邮件帐户' (Email Accounts) tab is selected. Below the tab bar, there are buttons for '新建(N)...' (Add), '修复(R)...' (Repair), '更改(A)...' (Change), '设为默认值(D)' (Set as Default), and '删除(D)' (Remove). A red arrow points to the '新建(N)...' button. Below the buttons is a table with columns '名称' (Name) and '类型' (Type). Below the table is the '自动帐户设置' (Automatic Account Settings) section, which is currently selected. It contains a radio button for '电子邮件帐户(A)' (Email Account) and a form with the following fields:

您的姓名(Y):	郭磊 示例: Ellen Adams
电子邮件地址(E):	guolei@unigroup.com.cn 示例: ellen@contoso.com
密码(P):	*****
重新键入密码(T):	*****

键入您的 Internet 服务提供商提供的密码。



The screenshot shows a Windows login dialog box. It contains a text box with the text 'zgjt\guolei', a password box with ten dots, and a checkbox labeled '记住我的凭据' (Remember my credentials) which is checked. Below the password box, it says '域: zgjt' (Domain: zgjt).

4. 如何配置手机邮箱？

苹果手机IOS系统配置

- 1、点击进入“设置” “邮件、通讯录、日历” “添加帐户” 选择“Exchange”方式。
- 2、添写邮箱信息，请参考下列：



The screenshot shows the iPhone 'Add Account' screen for Exchange. At the top, there are status icons for signal strength, carrier (中国联通 4G), time (上午10:55), and battery (87%). Below the status bar are '取消' (Cancel) and '下一步' (Next) buttons. The form fields are: '电子邮件' (Email) with value 'GuoLei@unigroup.com.cn'; '服务器' (Server) with value 'mail.unigroup.com.cn'; '域' (Domain) with value 'zgjt'; '用户名' (Username) with value 'guolei'; and '密码' (Password) with masked dots.

安卓手机配置

进入手机“设置”→“账户”→选择“添加帐户”选项。



The screenshot shows the Android 'Add Account' screen for Exchange. The fields are: '域名' (Domain) with value 'zgjt'; '用户名' (Username) with value 'guolei'; '密码' (Password) with masked dots and an eye icon; '服务器' (Server) with value 'mail.unigroup.com.cn'; '端口' (Port) with value '443'; and '安全类型' (Security type) with value 'SSL/TLS (接受所有证书)'. At the bottom are '上一步' (Previous) and '下一步' (Next) buttons.

添加服务器相关信息， 点击“下一步”即可完成设置。

5. 为什么有的邮件无法收到？

与新华三集团类似，集团部署了反垃圾邮件系统。如您的邮件被拦截，会收到主题名为“您被拦截的邮件明细”的邮件，请登录网页链接 <http://smgmail.unigroup.com.cn/>，根据实际情况进行处理即可。