



Lotus Notes: Set Default Mail Client

Use the instructions below to set Lotus Notes webmail as your default e-mail client.

1. Visit <http://webmail.wcpss.net>.

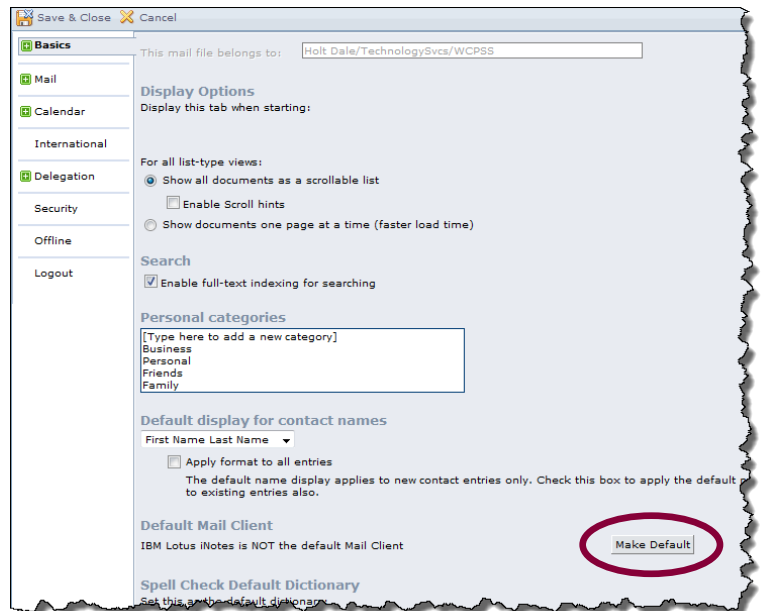
2. Enter your Lotus Notes webmail **username** and **password**.



3. On the upper right side, click **Preferences**.



4. Under Basics, browse to locate **Default Mail Client**.



5. Click **Make Default**.

6. Click **Save and Close**.

