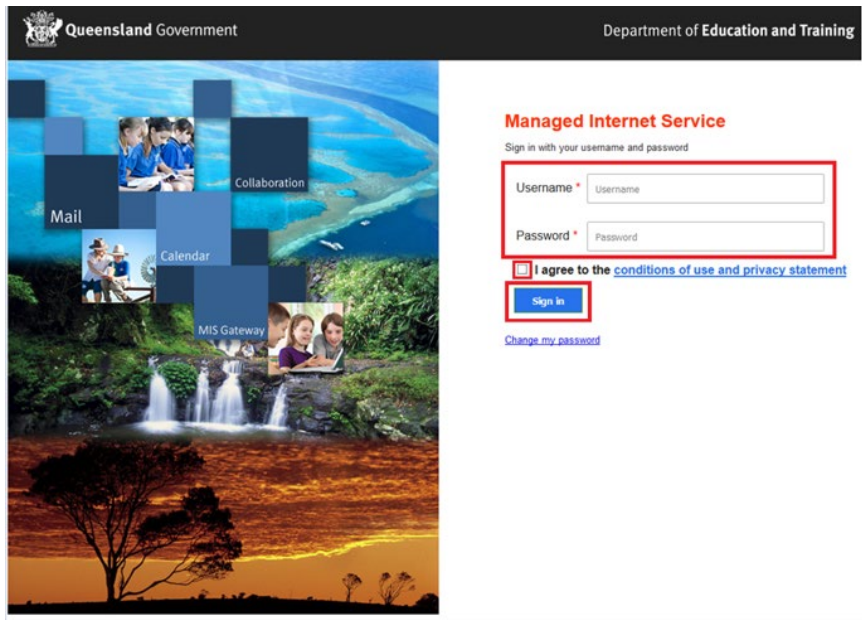


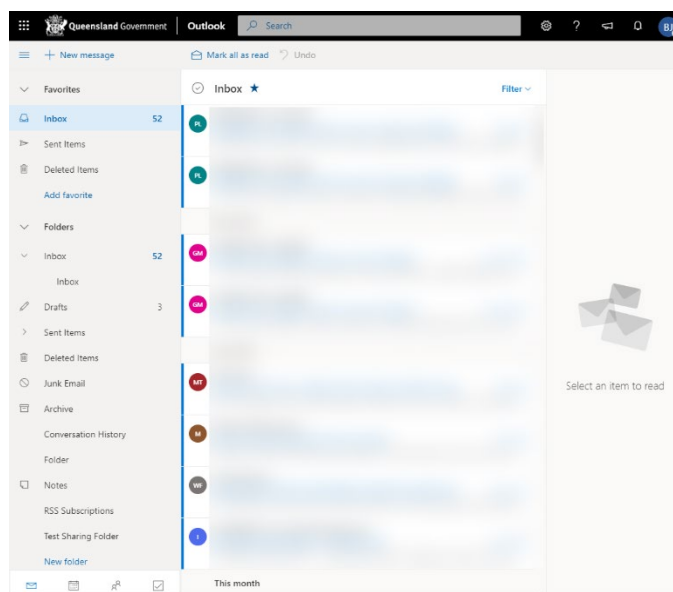
Access School E-mail from home

Follow the steps below to access your email from home:

1. Open a compatible web browser (e.g. Google Chrome, Microsoft Edge or Firefox)
2. Type `webmail.eq.edu.au` in the address bar and press enter.
3. This will take you to the Managed Internet Services (MIS) login page as per below.

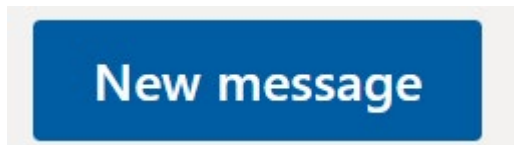


4. Log in by:
 - a. Entering your school username e.g. `echan31` (do not enter your full email address - i.e. do not include `@eq.edu.au`)
 - b. Entering your password (your typing will be hidden for security).
 - c. Accept the conditions of use and privacy statement by clicking 'I agree'
 - d. Clicking on 'Sign in'
5. You will be taken your Webmail

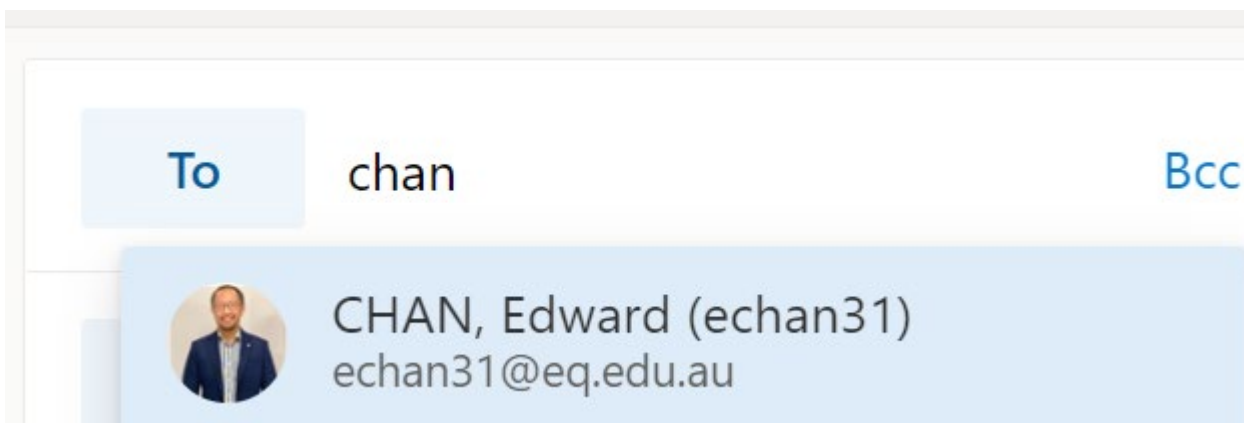


Other tips:

- Regularly check your e-mail! It should be checked several times throughout the day for online learning.
- Click “New Message” to send an email.



- To email a teacher, simply start typing in their name in the “To” field, no need to know their email



- If you are expecting an email but can't find it, check your Junk Email folder.

