



Handleiding Contactgegevens en wachtwoord wijzigen binnen Plesk 12

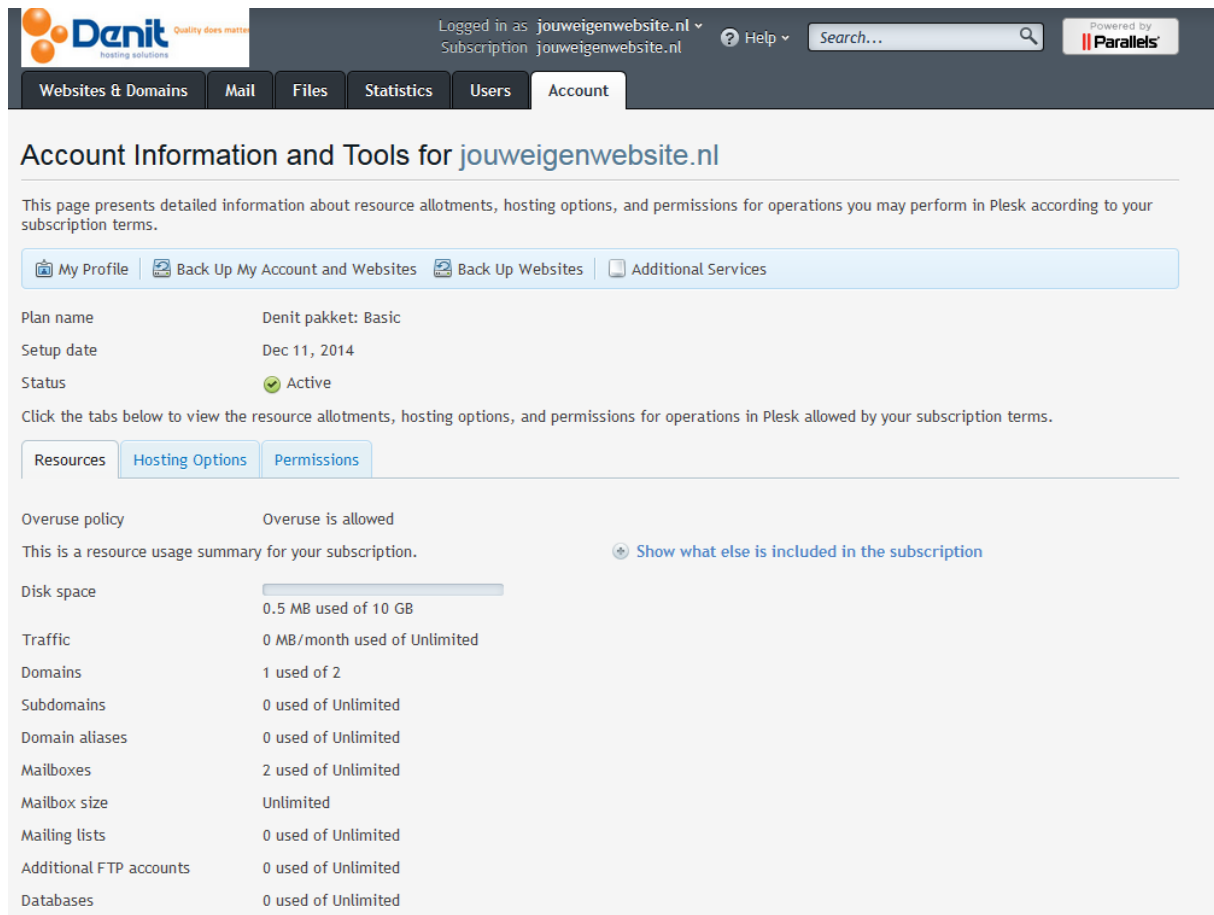
Deze handleiding beschrijft de stappen die u dient te nemen om uw contactgegevens en wachtwoord binnen Plesk 12 te kunnen wijzigen.

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Wachtwoord wijzigen methode 1

- 1) Login op uw Plesk omgeving met de daarvoor bestemde inloggegevens welke u bij de oplevering van het hostingpakket ontvangen heeft. Klik vervolgens op het tabblad 'Account'



The screenshot shows the Plesk interface for the account 'jouweigenwebsite.nl'. The user is logged in as 'jouweigenwebsite.nl' and the subscription is also 'jouweigenwebsite.nl'. The 'Account' tab is selected in the navigation bar.

Account Information and Tools for *jouweigenwebsite.nl*

This page presents detailed information about resource allotments, hosting options, and permissions for operations you may perform in Plesk according to your subscription terms.

Navigation: [My Profile](#) | [Back Up My Account and Websites](#) | [Back Up Websites](#) | [Additional Services](#)

Plan name	Denit pakket: Basic
Setup date	Dec 11, 2014
Status	Active

Click the tabs below to view the resource allotments, hosting options, and permissions for operations in Plesk allowed by your subscription terms.

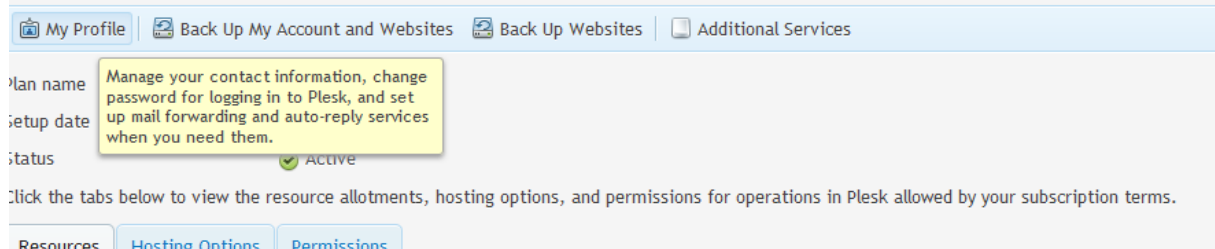
Navigation: [Resources](#) | [Hosting Options](#) | [Permissions](#)

Overuse policy	Overuse is allowed
This is a resource usage summary for your subscription. Show what else is included in the subscription	
Disk space	0.5 MB used of 10 GB
Traffic	0 MB/month used of Unlimited
Domains	1 used of 2
Subdomains	0 used of Unlimited
Domain aliases	0 used of Unlimited
Mailboxes	2 used of Unlimited
Mailbox size	Unlimited
Mailing lists	0 used of Unlimited
Additional FTP accounts	0 used of Unlimited
Databases	0 used of Unlimited

- 2) Klik daarna op 'My Profile'

Account Information and Tools for *jouweigenwebsite.nl*

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The screenshot shows the Plesk interface for the account 'jouweigenwebsite.nl'. The user is logged in as 'jouweigenwebsite.nl' and the subscription is also 'jouweigenwebsite.nl'. The 'Account' tab is selected in the navigation bar.

Account Information and Tools for *jouweigenwebsite.nl*

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Navigation: [My Profile](#) | [Back Up My Account and Websites](#) | [Back Up Websites](#) | [Additional Services](#)

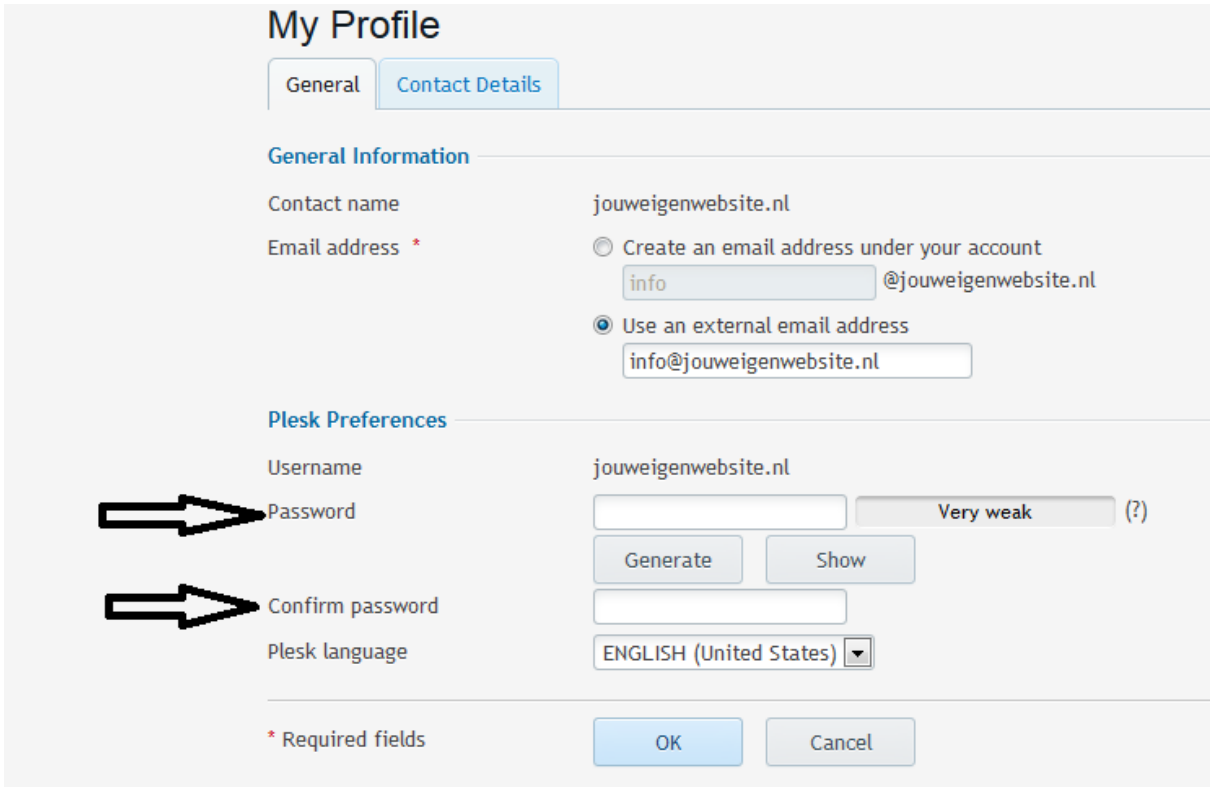
Plan name	Denit pakket: Basic
Setup date	Dec 11, 2014
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Navigation: [Resources](#) | [Hosting Options](#) | [Permissions](#)

Tooltip: Manage your contact information, change password for logging in to Plesk, and set up mail forwarding and auto-reply services when you need them.

- 3) U krijgt vervolgens onderstaande pagina te zien. Vul achter 'Password' een wachtwoord in welke u wenst te gebruiken en vul hetzelfde wachtwoord nogmaals in bij 'Confirm password'



My Profile

General **Contact Details**

General Information

Contact name: jouweigenwebsite.nl

Email address *
 Create an email address under your account
info @jouweigenwebsite.nl
 Use an external email address
info@jouweigenwebsite.nl

Plesk Preferences

Username: jouweigenwebsite.nl

Password: Very weak (?)
Generate Show

Confirm password:

Plesk language: ENGLISH (United States) ▾

* Required fields

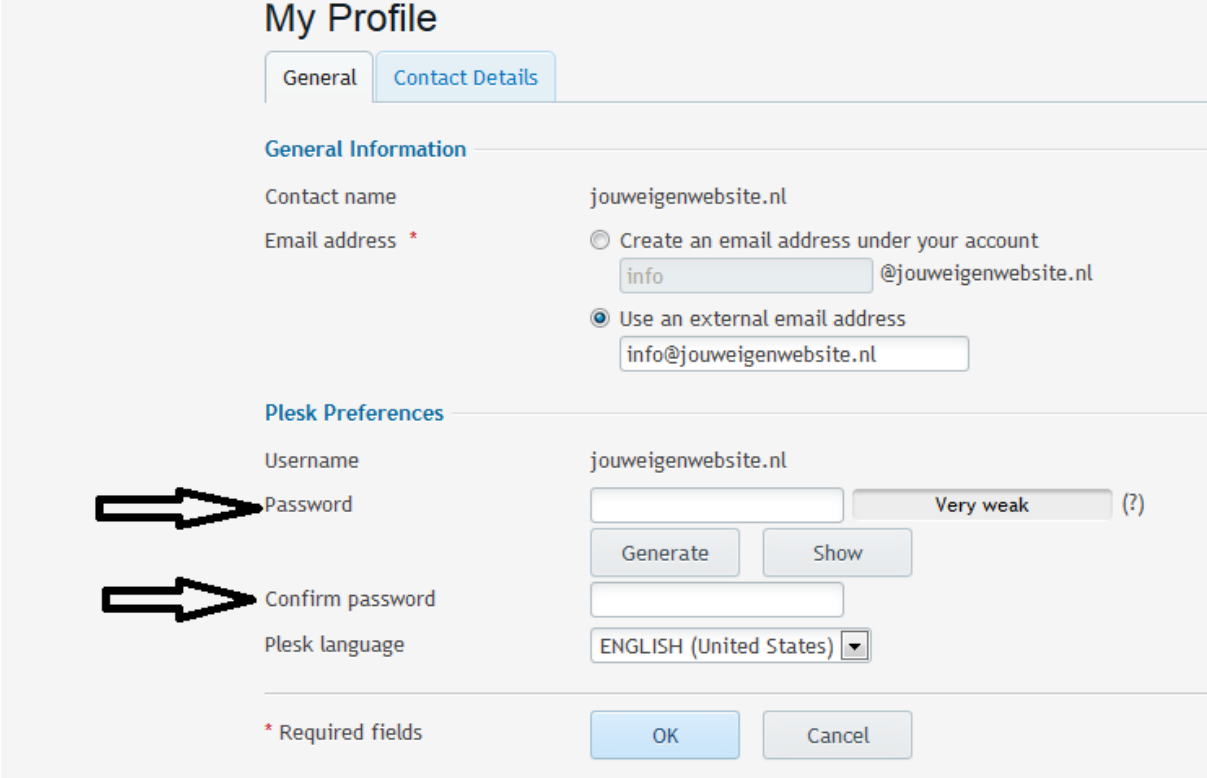
- 4) Wanneer u het wachtwoord heeft ingevoerd klikt u onderin op 'OK' en het wachtwoord is opgeslagen
- 5) Klik vervolgens op het tabblad 'Websites & Domains' om weer terug te keren naar het hoofdmenu

Wachtwoord wijzigen methode 2

- 1) Login op uw Plesk omgeving met de daarvoor bestemde inloggegevens welke u bij de oplevering van het hostingpakket ontvangen heeft. Ga vervolgens met uw pijl naar de loginnaam van uw pakket welke bovenin de zwarte balk te zien is en klik op 'Edit Profile'.



- 2) U komt nu uit op dezelfde pagina als bij methode 1 het geval was om het wachtwoord te kunnen wijzigen. Zie ook onderstaande afbeelding



My Profile

General **Contact Details**


General Information


Contact name: jouweigenwebsite.nl

Email address *
 Create an email address under your account
info @jouweigenwebsite.nl
 Use an external email address
info@jouweigenwebsite.nl

Plesk Preferences

Username: jouweigenwebsite.nl

 Password: Very weak (?)

 Confirm password:

Plesk language: ENGLISH (United States) ▾

* Required fields

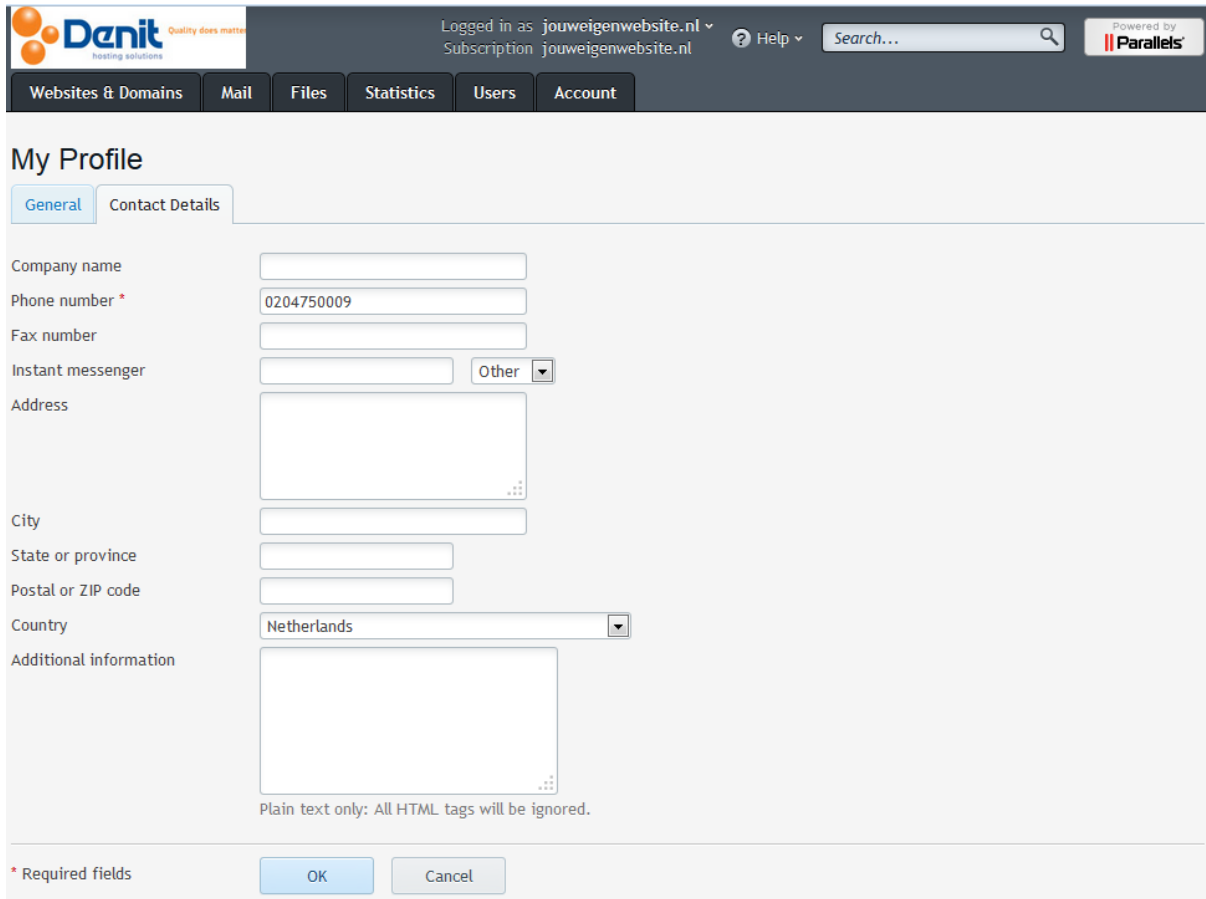
- 3) Vul achter 'Password' een wachtwoord in welke u wenst te gebruiken en vul hetzelfde wachtwoord nogmaals in bij 'Confirm password'
- 6) Wanneer u het wachtwoord heeft ingevoerd klikt u onderin op 'OK' en het wachtwoord is opgeslagen
- 7) Klik vervolgens op het tabblad 'Websites & Domains' om weer terug te keren naar het hoofdmenu

Contactgegevens wijzigen methode 1

- 1) Login op uw Plesk omgeving met de daarvoor bestemde inloggegevens welke u bij de oplevering van het hostingpakket ontvangen heeft. Ga vervolgens met uw pijl naar de loginnaam van uw pakket welke bovenin de zwarte balk te zien is en klik op 'Edit Profile'.



- 2) U krijgt vervolgens onderstaande pagina te zien. Klik op 'Contact Details' waar u vervolgens uw contactgegevens kunt wijzigen



The screenshot shows the Denit control panel interface. At the top, the user is logged in as 'jouweigenwebsite.nl' with a subscription to 'jouweigenwebsite.nl'. The navigation menu includes 'Websites & Domains', 'Mail', 'Files', 'Statistics', 'Users', and 'Account'. The 'My Profile' section is active, with the 'Contact Details' tab selected. The form contains the following fields:

- Company name:
- Phone number *:
- Fax number:
- Instant messenger: Other
- Address:
- City:
- State or province:
- Postal or ZIP code:
- Country:
- Additional information:

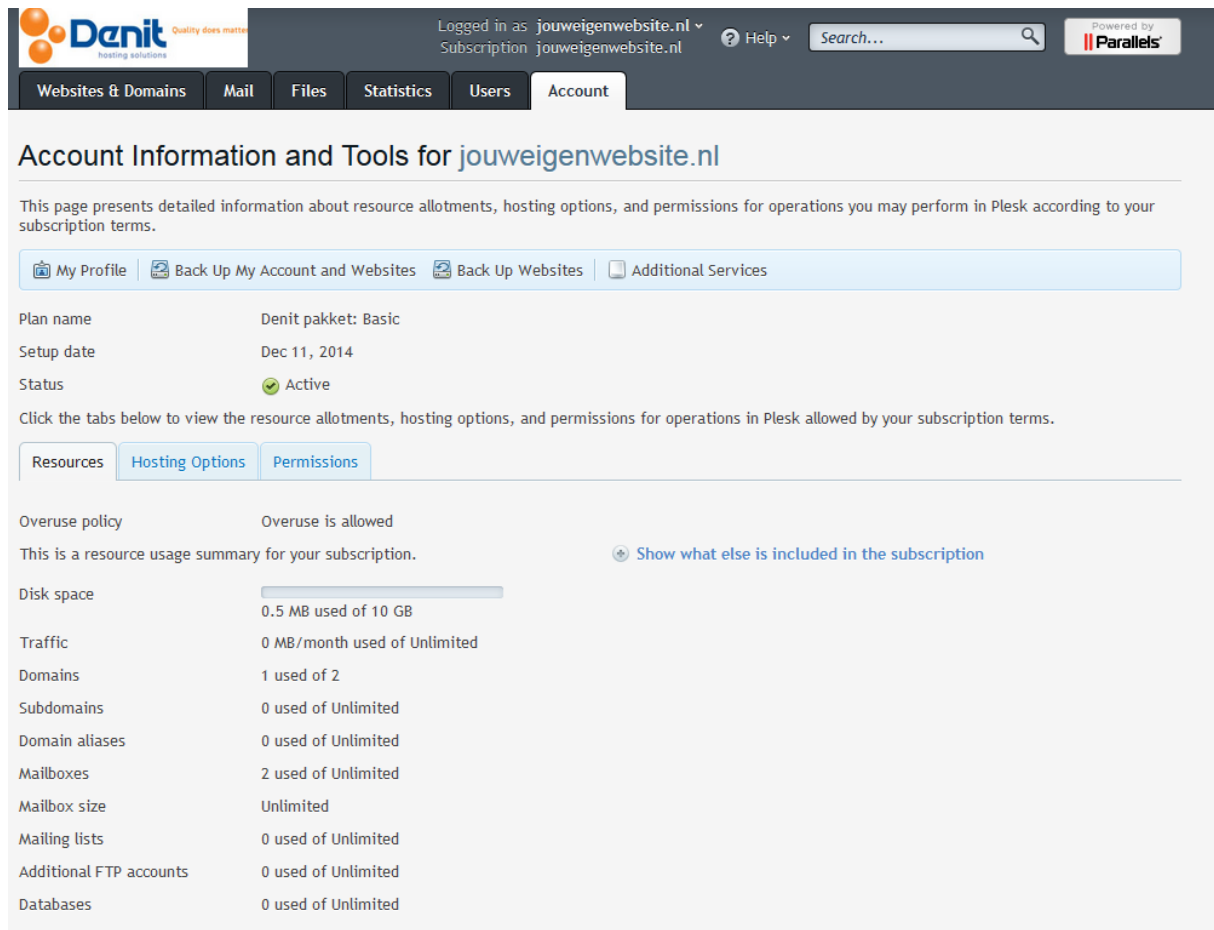
Below the form, there is a note: "Plain text only: All HTML tags will be ignored." At the bottom left, it says "* Required fields". At the bottom right, there are two buttons: "OK" and "Cancel".

- 3) Wanneer u klaar bent met het wijzigen van de contactgegevens kunt u klikken op 'OK'

De contactgegevens zijn gewijzigd.

Contactgegevens wijzigen methode 2

- 1) Login op uw Plesk omgeving met de daarvoor bestemde inloggegevens welke u bij de oplevering van het hostingpakket ontvangen heeft. Klik vervolgens op het tabblad 'Account'



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Logged in as [jouweigenwebsite.nl](#) ▾
Subscription [jouweigenwebsite.nl](#) ? Help ▾ Search...

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Websites & Domains Mail Files Statistics Users **Account**

Account Information and Tools for [jouweigenwebsite.nl](#)

This page presents detailed information about resource allotments, hosting options, and permissions for operations you may perform in Plesk according to your subscription terms.

[My Profile](#)
[Back Up My Account and Websites](#)
[Back Up Websites](#)
[Additional Services](#)

Plan name Denit pakket: Basic
 Setup date Dec 11, 2014
 Status ✔ Active

Click the tabs below to view the resource allotments, hosting options, and permissions for operations in Plesk allowed by your subscription terms.

[Resources](#)
[Hosting Options](#)
[Permissions](#)

Overuse policy Overuse is allowed
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Mailing lists	0 used of Unlimited
Additional FTP accounts	0 used of Unlimited
Databases	0 used of Unlimited

- 2) Klik vervolgens op 'My Profile'



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Logged in as [jouweigenwebsite.nl](#) ▾
Subscription [jouweigenwebsite.nl](#) ? Help ▾ Search...

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Websites & Domains Mail Files Statistics Users **Account**

Account Information and Tools for [jouweigenwebsite.nl](#)

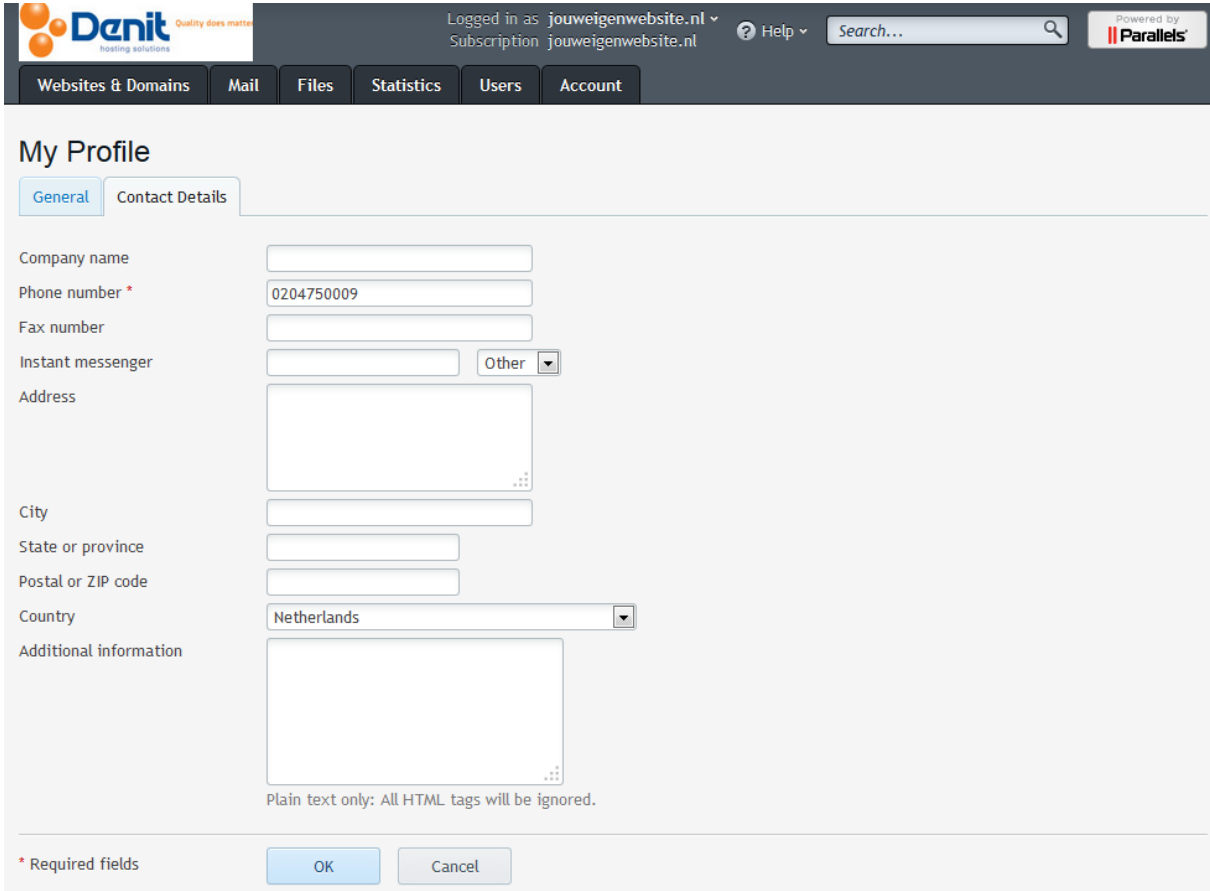
This page presents detailed information about resource allotments, hosting options, and permissions for operations you may perform in Plesk according to your subscription terms.

[My Profile](#)
[Back Up My Account and Websites](#)
[Back Up Websites](#)
[Additional Services](#)

Plan name Manage your contact information, change password for logging in to Plesk, and set up mail forwarding and auto-reply services when you need them.
 Setup date
 Status ✔ ACTIVE

Click the tabs below to view the resource allotments, hosting options, and permissions for operations in Plesk allowed by your subscription terms.

- 3) Waarna u weer dient te klikken op 'Contact Details'
- 4) U komt nu uit op dezelfde pagina als bij methode 1 het geval was om de contactgegevens te kunnen wijzigen. Zie ook onderstaande afbeelding

A screenshot of the Denit user interface. At the top, there is a navigation bar with the Denit logo on the left, a login status "Logged in as jouweigenwebsite.nl" and "Subscription jouweigenwebsite.nl" in the center, a search bar on the right, and a "Powered by Parallels" logo. Below the navigation bar is a menu with tabs for "Websites & Domains", "Mail", "Files", "Statistics", "Users", and "Account". The main content area is titled "My Profile" and has two tabs: "General" (selected) and "Contact Details". The "Contact Details" tab contains a form with the following fields: "Company name" (empty), "Phone number" (with a red asterisk and value "0204750009"), "Fax number" (empty), "Instant messenger" (empty with a dropdown menu set to "Other"), "Address" (empty), "City" (empty), "State or province" (empty), "Postal or ZIP code" (empty), "Country" (dropdown menu set to "Netherlands"), and "Additional information" (empty text area). Below the text area is a note: "Plain text only: All HTML tags will be ignored." At the bottom left, there is a legend for "* Required fields". At the bottom right, there are "OK" and "Cancel" buttons.

- 5) Wanneer u de contactgegevens gewijzigd heeft dan kunt u onderin klikken op 'OK'

De contactgegevens zijn gewijzigd.