- 1. Go to hkvisacentre.com/mymail
- 2. You will now be forwarded to the login page for your mailbox's admin.
- 3. The MyMail admin logon page will now load.

Login with same email username and password as your WebMail.

4. After logged in you can navigate your Email account's settings. To setup your Out Of Office click Autoresponder.

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