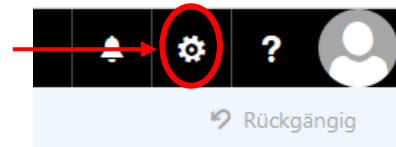


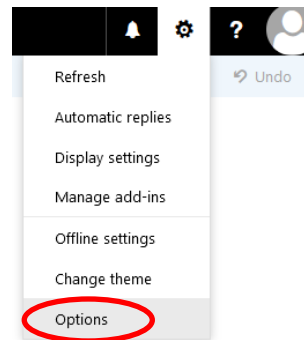
HAIMAIL CREATE EMAIL SIGNATURE

1) Login to your HAlmail via <https://haimail.alumni.uni-heidelberg.de/>

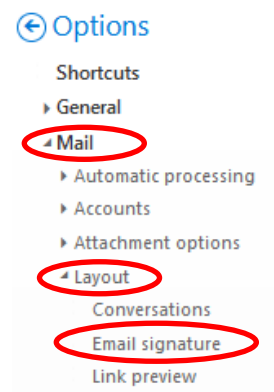
2) After logging in, click on the "wheel" symbol at the top right



and then click on "Options" in the selection that opens.



3) In the menu that appears on the left, click on "Mail", then on "Layout" and then on "Email signature".



4) Now you can create the signature according to your wishes in the main area and then save it.

If you have any further questions, please do not hesitate to contact the HAlmail administration at postmaster@alumni.uni-heidelberg.de.