

Zmena hesla

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Po prvom prihlásení do svojho účtu Mail Klerk vám odporúčame zmeniť vygenerované heslo. Tu vám ukážeme, ako na to.

1. Prihláste sa do svojho účtu v [administrácii](#).
2. Kliknite na ponuku pod názvom vášho účtu (vpravo hore) a zvolte „Vaše údaje.“

The screenshot shows the Mail Klerk dashboard. At the top right, there is a user profile menu with the option "Vaše údaje" (Your data) highlighted. A red arrow points to this menu with the text "Klikněte na menu". Another red arrow points to the "Vaše údaje" option with the text "Vyberte 'Vaše údaje'". The dashboard displays various statistics for active campaigns, including newsletters 56, 55, and 54, with metrics for sent emails, open rates, and bounce rates. There are also sections for contacts, DKIM/SPF status, and recent invoices.

3. Vyplňte heslo (na kontrolu 2x) a kliknite na „Zmeniť heslo.“

The screenshot shows the password change form in the Mail Klerk dashboard. The form has two input fields for the new password, with a red arrow pointing to the first field labeled "Zde vyplňte nové heslo" and another red arrow pointing to the second field labeled "Opakujte jeho zadání". A third red arrow points to the "Změnit heslo" button with the text "Klikněte na 'Změnit heslo'". The form also includes fields for the current password, email address, and phone number.