



Getting Started Guide
**Parallels Plesk
Panel 9.2**
for your Windows Server

Getting Started Guide: Parallels Plesk Panel 9.2, Windows Server

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Introduction

Unlike normal hosting plans, which put many customers' accounts on a single server, a server is reserved exclusively for the account and use of a single customer. This means that you have exclusive rights to the server's bandwidth, memory, and storage space.

When you purchase a server, you actually lease a server box that remains at our data centers, which you can configure and set up according to your preferences.

Assisted Service Plan is a server option that shifts the responsibility of setup, monitoring, maintenance, security, and patching of your server to our server support team.

Dedicated servers on an Assist Service Plan do not have root/system-level access, but we allow control over all other aspects of the server. The Parallels Plesk Panel is installed for advanced server management tasks.

SECURITY INFORMATION

Compared with shared hosting, a server offers more power and more versatility. You can run and install virtually anything on your server. However, with this added control comes added responsibility.

You are responsible for the security, backup, and maintenance of your server, unless you have purchased an Assisted Service Plan and/or Managed Backup Services.

.....
CAUTION! Remember to keep your administrative password secure. Anyone who has administrative access to your server can manipulate the software and content that runs on your server.
.....

Unless you have Managed Backup Services with your server, we do not automatically back up your server. We do, however, offer an FTP backup service with our server accounts. For more information about our FTP backup service, please visit our website.

You can also purchase a hardware firewall for your server from us. You can use a hardware firewall to control the traffic to and from your server. For more information about our firewall service, please visit our website.

REPROVISIONING YOUR SERVER

If, at any time, you want to revert to a clean setup on your server, you can reprovision it. Reprovisioning erases all of the content on your server's hard drive. Your server resets to its state at the time you first purchased it.

You can reprovision your server by using the Hosting Control Center.

To Reprovision Your Server

1. Log in to your Account Manager.
.....
2. Click **Servers**.
.....
3. Next to the account you want to use, click **Launch**.
.....
4. Under the **Support** section, click **Reprovision Server**. The Reprovision Server page displays.
.....
5. If you choose to, enter a new **host name** and **user name**. These values default to the current host name and user name for the account.
.....
6. Enter and confirm a new password, and then click **Continue**.
.....

You receive a confirmation notice once your server is reprovisioned and ready to go. Typically, this takes less than five hours.

GETTING HELP

After you set up your server, you can easily get help by submitting a trouble ticket or initiating a chat session in the Hosting Control Center. Alternatively, you may contact Customer Support directly.

To Open a Trouble Ticket

1. Log in to your Account Manager.
.....
2. Click **Servers**.
.....
3. Next to the account you want to use, click **Launch**.
.....
4. In the Hosting Control Center, under **Support**, click **Trouble Tickets**.
.....
5. Enter your **contact information**, including an email address and phone number.
.....
6. Under **Trouble Ticket Description**, enter a summary and a detailed description of your issue.
.....
7. Click **Continue**.
.....
8. Review your trouble ticket information and click **Submit**.
.....

To Open a Chat Session

1. Log in to your Account Manager.
.....
2. Click **Servers**.
.....
3. Next to the account you want to use, click **Launch**.
.....
4. In the Hosting Control Center, (in the top-right corner of the window) click **Chat Now!**
.....

OTHER RESOURCES

Use these resources to learn more about managing your server:

Parallels Plesk Panel Manuals	http://www.parallels.com/products/plesk/resources/ You can find user manuals and Flash tutorials on Parallels' website.
Windows Server 2003 Web and Application Services Technology Center	http://support.microsoft.com/winsvr2003webap This is the main support page for Windows Server 2003. From here, you can find information about IIS and Web applications.

Setting Up Your Dedicated Server

Once you have purchased your server and we've worked on the initial configuration, you need to log in to your Hosting Control Center to finish setting things up.

The Hosting Control Center is an easy place for you to set up your server's host name, user ID, and password. You can also use it to schedule server maintenance, reprovision your server, view bandwidth stats, request additional IPs, and submit trouble tickets.

CHOOSING A HOST NAME, USER ID, AND PASSWORD

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Servers with Assisted Service Plan require you to supply additional information, including the domain name you're using for your website's hosting or the email address for receiving server correspondence.

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When setting up your server, you create a host name, user ID, and password for your server. This is the user ID and password that you will use to connect to your server in the future. It's a good idea to have this material ready when you log in for the first time.

Choosing a Host Name

The server's host name (also known as your account name) is a unique name for your server. If you have multiple servers, the host names help you differentiate among them.

A host name can be anything, as long as it:

- Contains 3–15 characters.
- Starts with a letter.
- Only includes letters, numbers, periods, or a hyphen.
- **Does not** start or end with a period or hyphen.
- **Does not** include any spaces or any other special characters.

Choosing a User ID

A user ID is the primary ID that you use to access your server. This is also the user ID you use to access your server with Remote Desktop Connection.

Your user ID can be between 4 and 32 lowercase alphanumeric characters. Your user ID **cannot**:

- Begin with a number
- Contain spaces, symbols, or capital letters

You **cannot** use the following reserved terms as a user ID:

adm	binftp	halt	nobody	rpc	system
admin	body	iusrlp	nscdntp	rpcuserrpm	uucp
administrator	games	mailnull	operator	smmsp	vcsa
anonymous	gopher	news	pcap	sshd	
backup	guest	nfsno	root	sync	

Choosing a Password for Your Server

Your server's password, along with your user ID, is used to connect to or gain root access to your server. Keep in mind that Assisted Service Plan servers do not allow root access.

To ensure your server is kept secure, your password must:

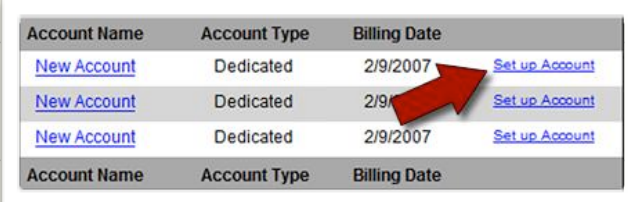
- Contains 7–14 characters
- Includes lowercase letters, uppercase letters, and numbers
- **Not** begin with a number or symbol
- **Not** contain backslashes, colons, single quotes, double quotes, spaces, ampersands (&), or the caret symbol (^)
- **Not** contain your user name

LOGGING IN TO YOUR MANAGER FOR THE FIRST TIME

Once you've selected a host name, user ID, and password for your server, you can log in to your Hosting Control Center and finish setting it up.

To Finish Setting Up Your Dedicated Server Account

1. Log in to your Account Manager.
2. Click **Servers**.
3. Next to the account you want to use, click **Launch**.
4. On the Account Setup page, enter the **host name** for your server account.
5. Enter your **user name** and **password** for your account.
6. Click **Continue**.
7. Confirm your settings and click **Submit**.



Account Name	Account Type	Billing Date	
New Account	Dedicated	2/9/2007	Set up Account
New Account	Dedicated	2/9/2007	Set up Account
New Account	Dedicated	2/9/2007	Set up Account
Account Name	Account Type	Billing Date	

Once you click Submit, your server should be ready to use in approximately 12 hours. You receive an email message once it is ready.

Connecting to Your Dedicated Server

In general, there are two ways you can connect to your server. You can use a web-based interface such as Parallels Plesk Panel, or you can connect directly to your server using the Remote Desktop Connection (RDC). Servers with Assisted Service Plan have a Parallels Plesk Panel installed by default.

Either way, you connect to your server using your server's IP address, the user ID, and the password you specified when you set up your account. If you are connecting to your account using Parallels Plesk Panel and did not purchase Assisted Service Plan, log in with the user ID "admin" instead of the user ID you specified when you set up your account. Assisted Service Plan customers should use their user IDs.

To find the IP addresses for your server, log in to your Hosting Control Center. The Hosting Control Center lists the IP address for your server on the first page you see after you log in.

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Depending on how you configured your server, you might have multiple IP addresses. You can use any of them to connect to your server.

.....

CONNECTING TO YOUR SERVER USING PARALLELS PLESK PANEL

Parallels Plesk Panel is a Web-based control panel that you can use to manage your server. More specifically, you can use Parallels Plesk Panel to set up your domain, DNS, and email on your server.

Make sure you have your IP address ready before you try to log in to Parallels Plesk Panel. You'll need to use your IP address to access Parallels Plesk Panel on your server. You can find your server's IP address in the Hosting Control Center.

This procedure explains how to log in to Parallels Plesk Panel for the first time and includes some post-installation steps. You only need to perform these steps once.

To Access Your Dedicated Server Using Parallels Plesk Panel

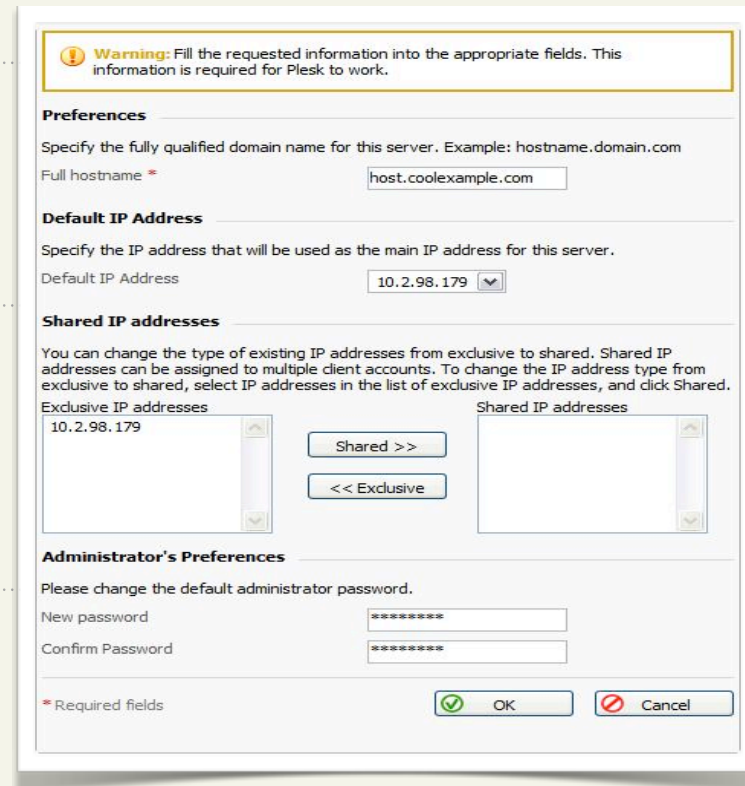
1. Open a Web browser and go to:

`https://ipaddress:8443/` (*ipaddress* is your server's IP address).

2. When the Parallels Plesk Panel login screen displays, enter **admin** as your user name and enter the password you defined when you set up your server account.

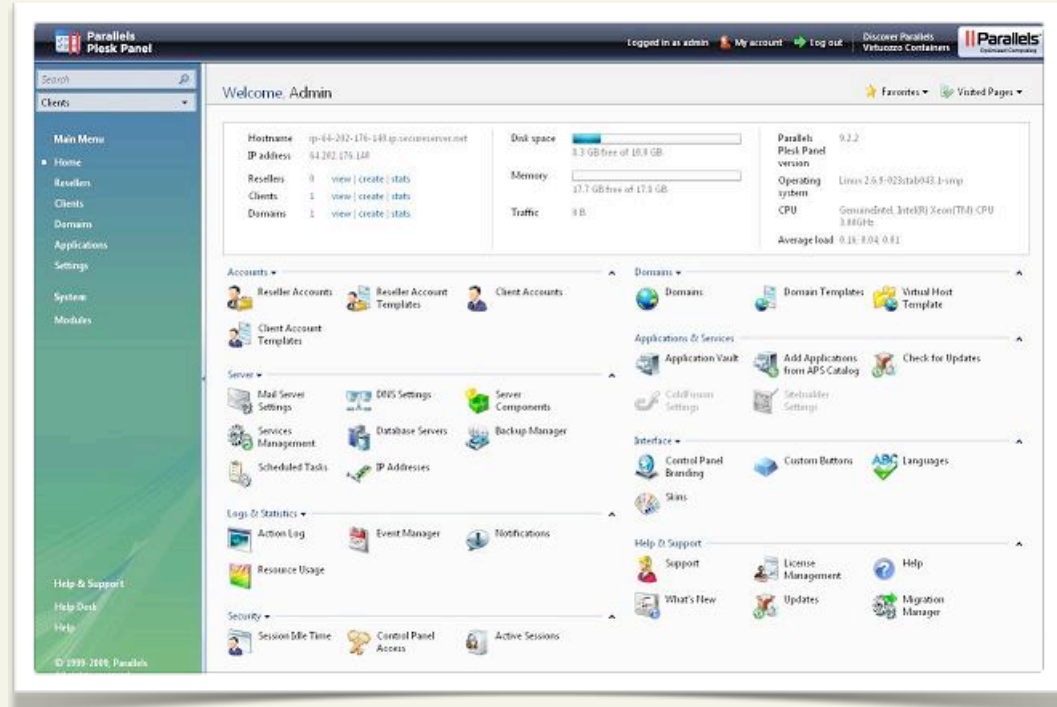
3. Read and accept the Parallels End-User License Agreement.

- The post-installation configuration page displays. In the **Full hostname** field, you can leave the default hostname that Parallels Plesk Panel created for you, or you can enter your own fully qualified domain name. For example: host.coolexample.com.
- You can keep the default settings for the **Select shared IP addresses**. Parallels Plesk Panel automatically fills in these fields based on your server and account information.
- Under the **Shared IP addresses** section, select the primary IP address for your server in the list of **Exclusive IP addresses**, and click **Shared >>**. If you do not plan to host multiple domains on your server, you can skip this step.
- Enter a **password** to use with the Parallels Plesk Panel admin user. You can use the same password that you used to log in initially or create something new.
- Click **OK** to finish the post-installation configuration and log in to Parallels Plesk Panel.



The administrator interface looks like this when you log in to Parallels Plesk Panel for the first time.

This is the main dashboard that you use to manage and monitor your server. From here, you can create new domains and email accounts, manage IP addresses, and start and stop services on your server.



Parallels Plesk Panel has features to help you manage your server. To find out more about Parallels Plesk Panel and the other features not covered in this guide, visit the Parallels website at:



<http://www.parallels.com/products/Parallels Plesk Panel/resources/>

CONNECTING TO YOUR SERVER USING REMOTE DESKTOP CONNECTION (RDC)



The Remote Desktop Connection feature in Windows XP lets you connect directly to your server. When you connect to your server using RDC, you create a virtual desktop to that server. Remote Desktop Connection creates an environment very similar to Windows XP with a Start Menu, Windows Explorer, and many of the other features you are already familiar with in Windows.

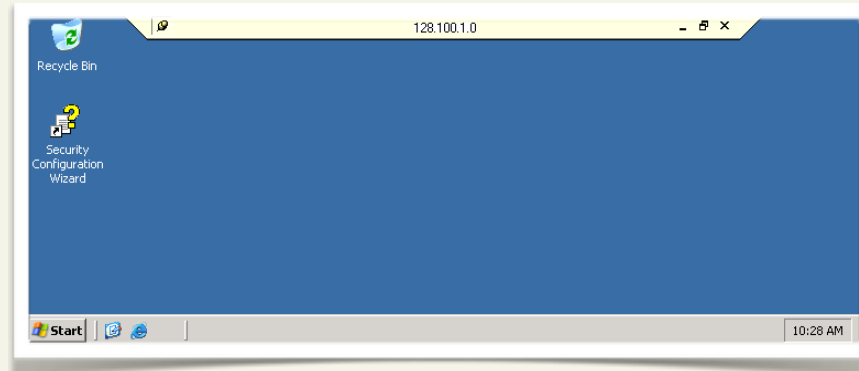
Remember, before you log in to your server, make sure you have your IP address ready. You'll need to use your IP address to access your server. You can find the IP address to your server in the Hosting Control Center.

To Access Your Server Using Remote Desktop Connection

1. From the **Start Menu** in Windows XP, select **All Programs > Accessories > Communications > Remote Desktop Connection**.
2. In the **Computer** field, enter the IP address of your server. You can find your IP address in your Hosting Control Center.
3. Click **Connect**.
4. Enter your **User name** and **Password**. This is the user ID and password you created when you set up your account.

Once you log in, you can manage your server the same way you would in a typical Windows environment. You can access Internet Information Services (IIS) through the Windows Control Panel and launched programs using the shortcuts on your desktop.

This is an example of what your server looks like when you log in for the first time using RDC:



For more information about Remote Desktop Connection, visit:

<http://www.microsoft.com/windowsxp/using/mobility/getstarted/remotefintro.mspx>

CLOSING YOUR REMOTE DESKTOP CONNECTION

Your Windows server times out after five minutes if RDC is shut down without logging off, or after 15 minutes of inactivity. Unfortunately, you can't change the default session time out setting.

If you plan to access your server again soon using RDC, remember to log off instead of simply closing the window. If you close the window, you must wait five minutes before you can log in to your server again.

To log off of your server using RDC, select **Start** > **Log Off** in the Remote Desktop window.

Adding a Domain to Your Server

As you might already know, a domain name works a lot like an address forwarding service.

All of your website content is on a computer with a unique address, your IP address. This is the same IP address that you use to connect to your server using Parallels Plesk Panel. Your domain name directs visitors to your site using this IP address.

Before you set up a domain to host on your server, make sure you have already registered that domain through an accredited domain registrar.

To make the connection between domain name and IP address work, you need to first set up a domain and hosting on your server using Parallels Plesk Panel. This section of the guide walks you through the necessary steps:

- Step 1 – Creating a Client in Parallels Plesk Panel

- Step 2 – Creating a New Domain in Parallels Plesk Panel

LOGGING IN TO Parallels Plesk Panel

There are two ways to access the Parallels Plesk Panel on your server. You can log in to the Hosting Control Center and click the Launch Parallels Plesk Panel icon, or you can go to:

https://ipaddress:8443/ (*ipaddress* is your server's IP address).

STEP 1 - CREATING A CLIENT IN Parallels Plesk Panel

Before you add a domain to your server, you need to create a client in Parallels Plesk Panel. All domains in Parallels Plesk Panel have to be associated with a client, or user, other than admin.

You can use one client to set up multiple domains on your server.

The screenshot shows the 'Create a New Client Account' form in the Parallels Plesk Panel. The form is titled 'Create Client Account' and includes the instruction: 'Specify the information about the new client and click Finish.' The form is divided into 'Personal information' and contains the following fields:

- Company name:
- Contact name *:
- Login *:
- Password *:
- Confirm password *:
- Phone:
- Fax:
- E-mail:
- Address:
- City:
- State/Province:
- Postal/ZIP code:
- Country:
- Interface language:
- Interface skin:
- Create user account based on a template:

At the bottom of the form, there are three buttons: 'Next >>', 'Finish', and 'Cancel'. A legend indicates that fields with an asterisk (*) are required.

To Create a Client in Parallels Plesk Panel

1. Log in to Parallels Plesk Panel using **admin** for your Login and the password you created when you logged in to Parallels Plesk Panel for the first time.
.....
2. If this is the first time you have logged in to Parallels Plesk Panel, you'll need to read and agree to the Parallels End-User License Agreement, and set up a new admin password for Parallels Plesk Panel.
.....
3. From the menu on the left, select **Clients**.
.....
4. Click **Add New Client Account**.
.....
5. To create a new client account, enter a **Contact name**, **Login**, and **Password**. The other fields on this page are optional.
.....
6. Click **Next**.
.....
7. The next screen lets you limit the **Resource Usage** of the client. The default settings are typically acceptable unless you are reselling space on your server and allowing customers to manage their domains.
.....
8. The next screen will allow you to set permissions for the client. Click **Next**.
.....
9. To associate this client with a new domain, you need to associate your client with an IP pool. From the list of **Vacant IPs**, select an IP and add it to the Client's IP Pool. Click **Next**.
.....

10. Click **Finish**.

STEP 2 - CREATING A NEW DOMAIN IN Parallels Plesk Panel

After you set up a client in Parallels Plesk Panel, you can create your new domain. If you have not set up a client in Parallels Plesk Panel already, see the previous section, Step 1 – Creating a Client in Parallels Plesk Panel. The following example will setup the domain with hosting. It is also possible to set up the domain as a forwarding domain or without hosting. Hosting can be configured for any domain after the initial setup from **Domains** – > (*domain name*) –> **Web Hosting Settings**.

Create Domain

Create new domain for Admin
To create the domain and proceed to allocating resources, click Next >>. To create the domain without adjusting the resource limits, click Finish.

Domain name and IP address

Domain name * WWW cooexample.com

Assign IP address 64.202.176.140 (shared)

Use domain template settings Default Domain

Services

Switch on service Mail DNS

Hosting configuration

Hosting type Web Site Hosting
Host a Web site on this server
 Forwarding
Redirect visitors to another Web site
 No Hosting
Do not host a Web site at the moment

Hosting settings

Login *
This login is used to access your web site through FTP

Password
This password is used to access your web site through FTP

Confirm password

* Required fields

Next >> Finish Cancel

To Add a New Domain in Parallels Plesk Panel

1. If you are not already logged in to Parallels Plesk Panel, log in using **admin** for your login and the password you created when you logged in to Parallels Plesk Panel for the first time.
.....
2. From the menu on the left, select **Clients**.
.....
3. Select the client you want to create the domain for. In this case, we are going to select the client that we created in Step 1 – Creating a Client in Parallels Plesk Panel.
.....
4. Click **Domains**.
.....

5. Click **Create Domain**. The Create Domain screen displays.
.....
6. Select the checkbox next to **WWW**. in the Domain name field, enter a valid domain name (for example, coolexample.com). Keep the default settings for the **Use domain template settings** and **Assign IP address** fields.
.....
7. Enter an **FTP Login** and **Password** for this domain.
.....
8. Click **Next**. The next page allows you to further define the hosting for the domain.
.....
9. If you want to set limits for the domain, you may do so from the **Limits** screen.
.....
10. Click **Finish**.
.....

You can now access the directory for your domain and upload files using Parallels Plesk Panel. **However, to view your website online, you need to configure the DNS for your site.**

The next section of this guide, Setting Up DNS for Your Domains, walks you through DNS setup. Once you configure the DNS for your site, you can FTP into your website hosting directory in the same way that you would with a traditional hosting account.

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Parallels Plesk Panel has features to help you manage your server. To find out more about Parallels Plesk Panel and the other features not covered in this guide, visit the Parallels website at:

<http://www.parallels.com/products/Parallels Plesk Panel/resources/> .

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Setting Up DNS for Your Domains

Nameservers are the Internet's equivalent to a phone book. A nameserver maintains a directory of domain names that match certain IP addresses.

This makes it possible for people across the Internet to access your website using a familiar domain name, instead of having to remember a series of numbers.

This section of the guide walks you through setting up your server as the nameserver for your domain and covers the procedure for assigning this nameserver to your domain.

After you set up your DNS, it can take up to 48 hours before your domain resolves to your IP address. This period is referred to as the propagation period.

.....
[We do not directly control the propagation period for your domain. While it should take no more than 48 hours, we cannot guarantee this time frame.](#)
.....

STEP 1 - CREATING A ZONE FILE FOR YOUR DOMAIN

To use your server as a nameserver, all of the domains on your server must have a zone file, which is the file that maps your IP address to your domain name. This is easy because Parallels Plesk Panel automatically creates a zone file for any domain you set up.

If you have not set up your domain in Parallels Plesk Panel, see [Adding a Domain to Your Server](#).

STEP 2 - CREATING AND REGISTERING YOUR DOMAIN HOSTS

Once you set up a domain and create a zone file in Parallels Plesk Panel, you need to create and register two domain hosts for your domain. If your

domain is registered with us, you can log in to your account manager to complete this step.

If your domain name is registered with another company, you need to contact them for instructions regarding domain host registration.

The screenshot shows a dialog box titled "Set Host and IP Addresses". It contains the following fields and controls:

- Host name:** A text input field containing "NS1" and "COOLEXAMPLE.COM". To the right is a checked checkbox labeled "IPv6".
- Host IP 1:** A text input field containing "10.0.0.1".
- Host IP 2:** An empty text input field.
- Host IP 3:** An empty text input field.
- Host IP 4:** An empty text input field.
- Host IP 5:** An empty text input field.
- Host IP 6:** An empty text input field.
- Host IP 7:** An empty text input field.
- Host IP 8:** An empty text input field.
- Host IP 9:** An empty text input field.
- Host IP 10:** An empty text input field.
- Host IP 11:** An empty text input field.
- Host IP 12:** An empty text input field.
- Host IP 13:** An empty text input field.
- At the bottom right, there are two buttons: "OK" and "Cancel".

To Register Your Domain Hosts

1. Log in to your Account Manager.
2. Next to **Domains**, click **Launch**.
3. Click the domain name you're going to host on your server. In this example, we'll use coolexample.com.
4. On the bottom-left of the page under **Host Summary**, click **Add**.

5. Enter a **Host name** for each domain host. This prefix can be anything that is easy for you to remember, like NS1 and NS2 (**NameServer1** and **NameServer2**). You will need to create two host records.

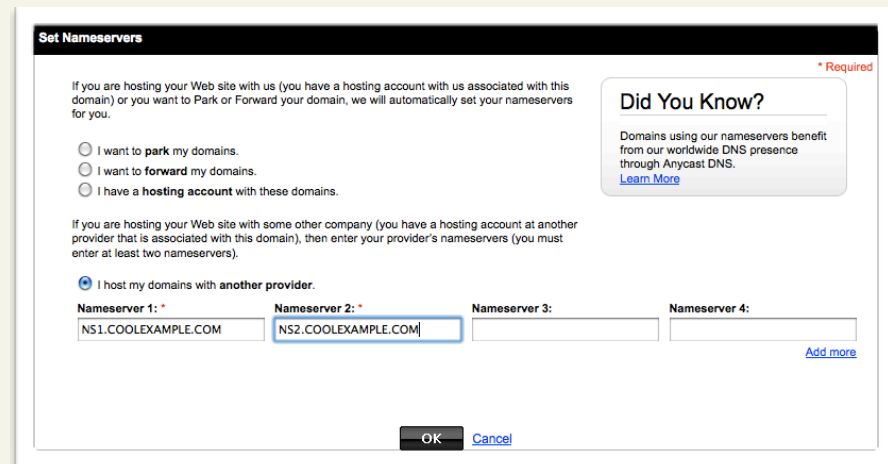
6. Enter the **Host IP** – your server’s IP address. You can find the IP address for your server in the Hosting Control Center.

7. Click **OK** and repeat these steps to create another host for NS2.

These domain hosts can be used for other domains hosted on your server. You do not need to create new domain hosts for each of your domains.

STEP 3 - ASSIGNING THE NAME SERVERS TO YOUR DOMAIN

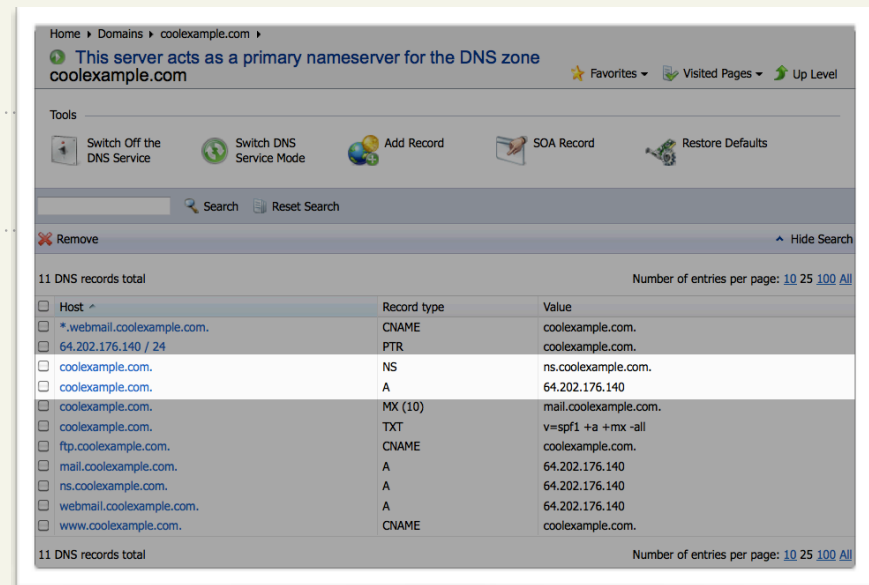
Now that you created and registered two domain hosts, you need to change the information for your domain to use these new servers. If your domain is registered with us, you can log in to your account manager to complete this step. If your domain name is



registered with another company or you manage the DNS for your domains with a third-party tool, you'll need to contact them for information about assigning nameservers to your domain.

To Assign the Name Servers to Your Domain

1. Log in to your Account Manager.
2. Next to **Domains**, click **Launch**.
3. Click the domain name you want to host on your server.
4. Under **Name Servers** click **Manage**.
5. Choose **I host my domains with another provider**. For Nameserver 1 and Nameserver 2, enter the names of the domain hosts you created previously. In this example, we're using ns1.coolexample.com and ns2.coolexample.com.



6. Click **OK**.

STEP 4 - MODIFYING THE ZONE FILE FOR YOUR DOMAIN

Now that you have created and applied custom nameservers to your domain, the zone file will need to be updated. For this example, we will continue with coolexample.com. Log in to Parallels Plesk Panel.

To Update Your Zone File in Parallels Plesk Panel

1. Click **Domains**.

DNS records

Record type: NS

Enter domain name: .coolexample.com.

Enter nameserver *: ns1.coolexample.co .

* Required fields

OK Cancel

DNS records

Record type: A

Enter domain name: ns1 .coolexample.com.

Enter IP address *: 64.202.176.140
For example, 123.123.123.123

* Required fields

OK Cancel

<input type="checkbox"/> Host	Record type ^	Value
<input type="checkbox"/> coolexample.com.	NS	ns1.coolexample.com.
<input type="checkbox"/> coolexample.com.	NS	ns2.coolexample.com.
<input type="checkbox"/> coolexample.com.	A	64.202.176.140
<input type="checkbox"/> mail.coolexample.com.	A	64.202.176.140
<input type="checkbox"/> ns1.coolexample.com.	A	64.202.176.140
<input type="checkbox"/> ns2.coolexample.com.	A	64.202.176.140
<input type="checkbox"/> webmail.coolexample.com.	A	64.202.176.140

2. Choose your domain and click **DNS Settings**.

3. This is your domain's zone file. You will need to modify the **A** and **NS** records for ns.coolexample.com. These will be changed to NS1 to match your first nameserver. (You need to create new A & NS records the NS2 nameserver.)

4. Click on the record to modify it. Make the desired changes and click **OK**.

5. To add a record, click **Add Record** from the DNS Settings page. Make sure to add both an **A Record** type and a **NS Record** type.

When complete, you should have two NS records (ns1 & ns2) and two corresponding A records (mapping ns1 & ns2 to your server IP). Once you have verified the settings are correct, click **Update** to save your changes.

When you're done, your changes should look something like this:

ACCESSING YOUR DOMAIN USING FTP (UPLOADING FILES)

After you set up your DNS, it can take up to 48 hours before your domain resolves to your IP address. This period is referred to as the propagation period.

Once your domain resolves, you will see the default Parallels Plesk Panel index page when you type your domain name into a browser. This is an example of the default Parallels Plesk Panel index page.

When this page displays, you can connect to the hosting account for your domain using FTP or through Parallels Plesk Panel to upload files to your website.



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To make your web pages viewable, upload them to the “httpdocs” directory in your hosting account. This directory is the root directory for your website.

.....

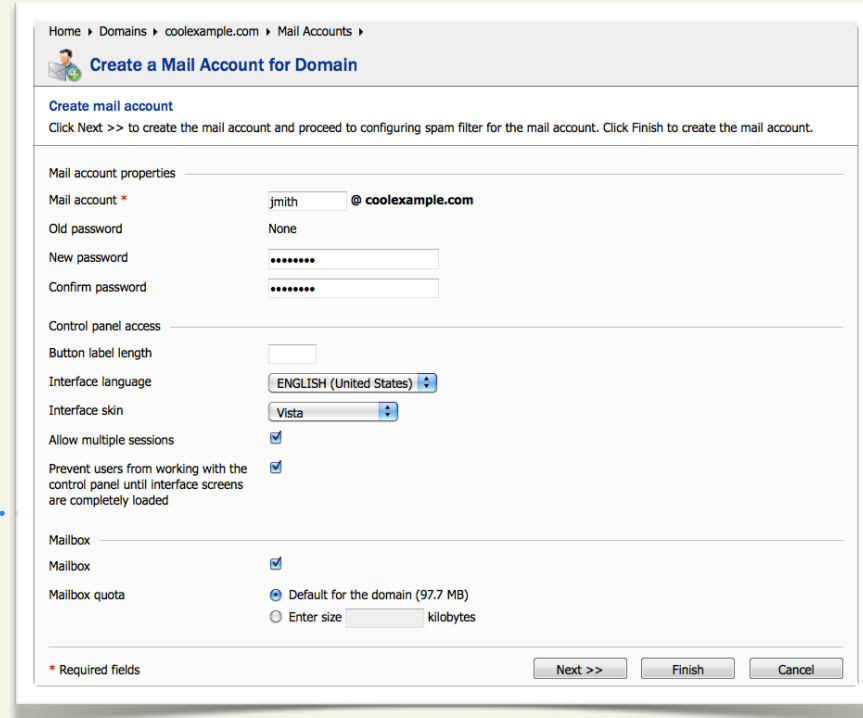
Setting Up Email on Your Server

Once you have set up your domain and hosting, setting up email accounts in Parallels Plesk Panel only takes a few steps.

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If you followed the procedure in the previous section of this guide to set up your domain's DNS, you do not need to modify your MX records to set up email accounts in Parallels Plesk Panel.

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USING Parallels Plesk Panel TO SET UP AN EMAIL ACCOUNT

The easiest way to set up an email account for a domain on your server is using the Parallels Plesk Panel.

To Set Up Email Accounts for Your Domain in Parallels Plesk Panel

1. If you're not already logged in to Parallels Plesk Panel, log in using **admin** for your login (or the login you defined during account set up, if you're an Assisted Service Plan user) and the **password** you created when you logged in to Parallels Plesk Panel for the first time.
2. From the menu on the left, select **Domains**.
3. From your list of domains, click the domain name that you want to set up an email account for. In this example, we set up an email account for `coolexample.com`.
4. Click the **Mail Accounts** icon on the Domain administration page.
5. The Mail Name Overview page displays. In the **Tools** section, click **Create mail account**.
6. Enter a **Mail name** for this email account. In this example, we'll create an account for Admin (`admin@coolexample.com`). Click **Finish** when you are done.

Now, you can further customize the settings for this account from within Parallels Plesk Panel or connect to your account using an email client or Webmail.

ACCESSING YOUR ACCOUNT WITH AN EMAIL CLIENT

To access your email account using an email client, such as Outlook®, Thunderbird™, or Entourage®, you need this information:

User Name	The name of the email account you created in Parallels Plesk Panel, for example: admin@coolexample.com .
Password	The password you specified in Parallels Plesk Panel when you set up your email account.
POP3	mail.coolexample.com (<i>coolexample.com</i> is your domain name).
SMTP Setting	mail.coolexample.com (<i>coolexample.com</i> is your domain name). The outgoing (SMTP) server requires authentication and uses the same user name and password as the incoming (POP3) server

For more information about setting up mail accounts in Parallels Plesk Panel, you can look at the Parallels Plesk Panel documentation on Parallel's website.

USING WEBMAIL TO ACCESS YOUR EMAIL

Instead of accessing your email using a traditional email client, you can access your email on the Web using a standard Web browser.

If you have Webmail enabled in Parallels Plesk Panel, you can access your email at:

http://webmail.coolexample.com (*coolexample.com* is your domain name).

Log in to your account using the user name and password you set up in Parallels Plesk Panel or provided to you by your administrator.