

- Go to [www.ilwg.cap.gov](http://www.ilwg.cap.gov)
- Follow this path: Members, Wing Departments, Information Technology, Email Address for ILWG CAP Members, then click on <https://edwardd20.homedns.org/cap/c2/EmailAddress.php>

## EMAIL ADDRESS FOR ILWG CAP MEMBERS

IL WG provides free email addresses for Wing members. This is for official use only and should be considered a privilege. Any abuse of this privilege will be reported to your commander.

This is a self service, automated process. Please visit <https://edwardd20.homedns.org/cap/c2/EmailAddress.php> to register for an email address. Once signed in, use the **Home** menu and select the **Request An Email Address** option.

*A word of note*, the above mentioned URL is run on a private network with a self assigned security certificate.

- The server is checked regularly for problems but many **work** networks do not allow connections to systems with self assigned certificates. If that is the case try your **home** network.
- If you are blocked on a home network, there will be a message on the page that says something like "*I trust this site*" or "*Allow an exception*". (The message varies by browser.) Select that option to allow the process to continue.
- If neither of these options work, have your squadron commander contact Maj Edward Danley @ [edanley@ilwg.cap.gov](mailto:edanley@ilwg.cap.gov).

Once you have your @ILWG.CAP.GOV email address, remember to go into [eServices](#) and update your email contact. Allow ~30 days for the change to take effect, or send an email to Maj Danley and the update can be pushed sooner.

Also, you may visit <https://edwardd20.homedns.org/cap/c2/EmailAddress.php> as many times as necessary to review the setup instructions.

Last reviewed 3 Feb 18.

- Enter your information to log in
- Click Create An IL WG Email Address For Me!
- Your address will be your first [initiallastname@ilwg.cap.gov](mailto:initiallastname@ilwg.cap.gov)
- Your default password will be *Newp@ss1*

Login

Enter your CAPID:

Enter Your Lastname:

Enter Your Year of Birth:

Login

This site uses first party session cookies.  
The cookies are for this site only and are erased when the browser is closed.

Request An Email Address

[Email Address](#)

[Email Setup](#)

[Google Mail Usage](#)

[eServices Setup](#)

Email Address

CAPID=603354.

Your new email address will be: [initiallastname@ilwg.cap.gov](mailto:initiallastname@ilwg.cap.gov).

Create An IL WG Email Address For Me!

- Go to [www.mail.google.com](http://www.mail.google.com)
- Sign out of any other Gmail addresses and sign in with your new ILWG email address and default password *Newp @ss1*
- Change your password
- Set up your signature block by clicking on the gear icon in the upper right corner
- Click See All Settings and scroll towards the bottom of the General tab to the signature block section.
- Create your signature block per the CAP template below and scroll to the bottom of the page and select Save Changes.



**Maj John Doe, CAP**

Scott Composite Squadron (enter duty assignment here or leave blank)

(H) 555.555.5555

(C) 555.555.5555

U.S. Air Force Auxiliary

[GoCivilAirPatrol.com](http://GoCivilAirPatrol.com)

[ilwg.cap.gov](http://ilwg.cap.gov)

[il205.cap.gov](http://il205.cap.gov)

- Go to [eServices](#) then click on your name in the top right corner. Update your primary email to your new ILWG email. You may keep your personal email on file as a Secondary Email, but I recommend selecting the Do Not Contact for Mass CAP Emails option for that address.

The screenshot displays the eServices user interface. At the top right, the user's name "Lt Col Jacob N. Hiles" is circled in red. Below the header, the "My Account" menu is visible, with the "Contacts" option also circled in red. Two "Add new contact" forms are shown. The first form has the following fields: \*Type (EMAIL), \*Priority (PRIMARY), \*Contact (jsmith@ilwg.cap.gov), and Contact Name (empty). A checkbox for "Do Not Contact for Mass CAP Emails" is present and unchecked. The second form has: \*Type (EMAIL), \*Priority (SECONDARY), \*Contact (iflyplanes@yahoo.com), and Contact Name (empty). Its "Do Not Contact for Mass CAP Emails" checkbox is checked. Both forms include a "Save New Contact" button.