

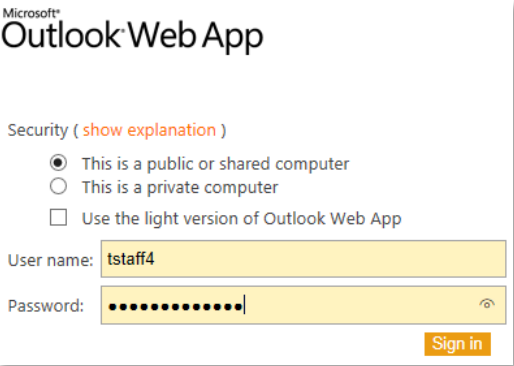
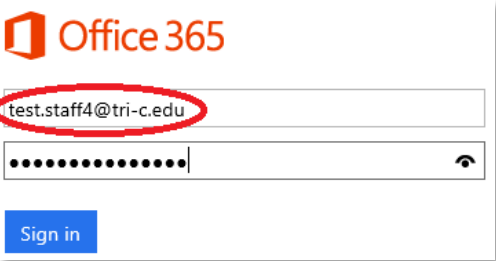
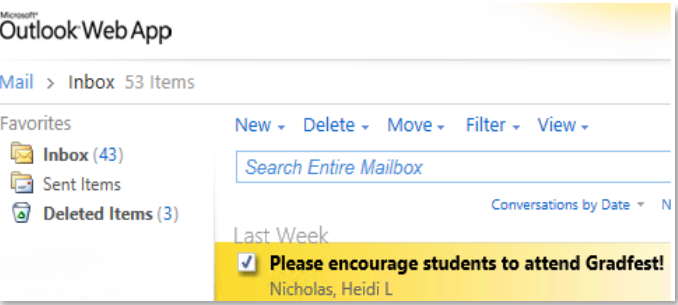
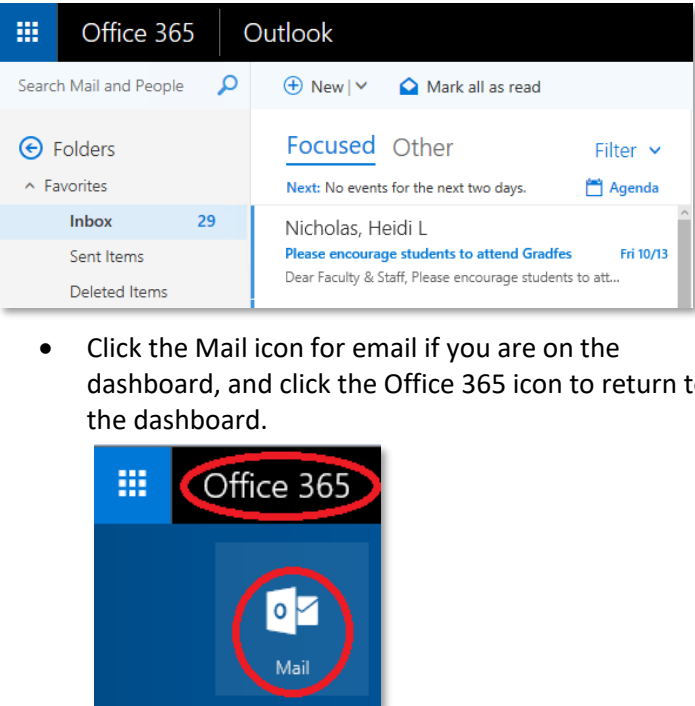


Cuyahoga Community College Office 365 Outlook Web

- This document shows the Outlook Web login change for faculty and staff after they are upgraded to Office 365
- Please visit <http://itservices.tri-c.edu/network/employee-email-with-365.html> for more documentation!

Current Login Procedure	New Login Procedure
<p>1.</p>  <p>-OR-</p> <p>webmail.tri-c.edu</p>	<p>1.</p>  <p>(you will be redirected after logging into the old Outlook)</p> <p>-OR-</p> <p>365.tri-c.edu</p>
<p>2.</p>  <p>(not always needed when going through My Tri-C Space)</p>	<p>2.</p>  <ul style="list-style-type: none">• Your username is your email address• Your username will be already filled in the next time on the same computer
<p>3.</p> 	<p>3.</p>  <ul style="list-style-type: none">• Click the Mail icon for email if you are on the dashboard, and click the Office 365 icon to return to the dashboard.