

Academic Technology Services Email

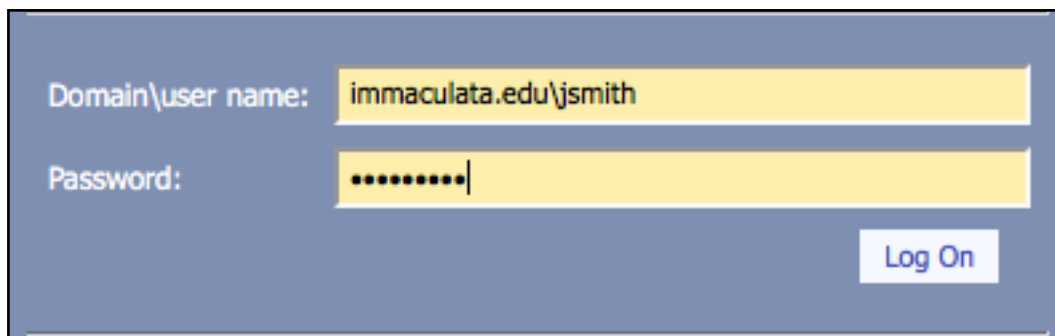
How do I check my Outlook email from another computer?

If you use Immaculata email and Microsoft Outlook, there is a way to check on another computer or off-campus.

Use Outlook Web Access (OWA):

Outlook Web Access: <https://mailbox.immaculata.edu/owa>

Domain\username example: immaculata.edu\jsmith:

A screenshot of the Outlook Web Access (OWA) login interface. The background is a solid blue color. There are two yellow input fields. The first field is labeled "Domain\user name:" and contains the text "immaculata.edu\jsmith". The second field is labeled "Password:" and contains a series of black dots followed by a vertical cursor. To the right of the password field is a white button with the text "Log On" in blue.

(Note: jsmith@immaculata.edu also works as the Domain\username)

Password: same as your office computer.

Then click **Log On**

Unique solution ID: #1281

Author: Frank

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