

URGENT EMAIL SYSTEM INFORMATION

You must perform the following steps before Friday May 18th at 5pm.

1. You must remove your UAConnect email account from any mobile devices. The following site provides steps for the various types of mobile devices.
<http://uits.arizona.edu/uaconnect/mobile>
2. You should print out emails/calendars that you may need during the UAConnect downtime, and make arrangements for other forms of communication if necessary.
3. You must, after 5:00 pm on Friday, May 18 not send/create/delete/use UAConnect (Staff Email/Calendar System) **until you have received an all clear message in your inbox** Monday morning, May 21. You will need to log in to the Outlook Web App (OWA) which we have placed a shortcut to on your desktop to check to see if you have received the all clear message from UITS. See our site for more information.
<http://tech.union.arizona.edu>

Please check our website frequently for more information, updates, help requests, and a schedule of OWA Training Sessions. This information will include how to set up your client for the new system.

<http://tech.union.arizona.edu>

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Student Unions Tech

<http://tech.union.arizona.edu>