

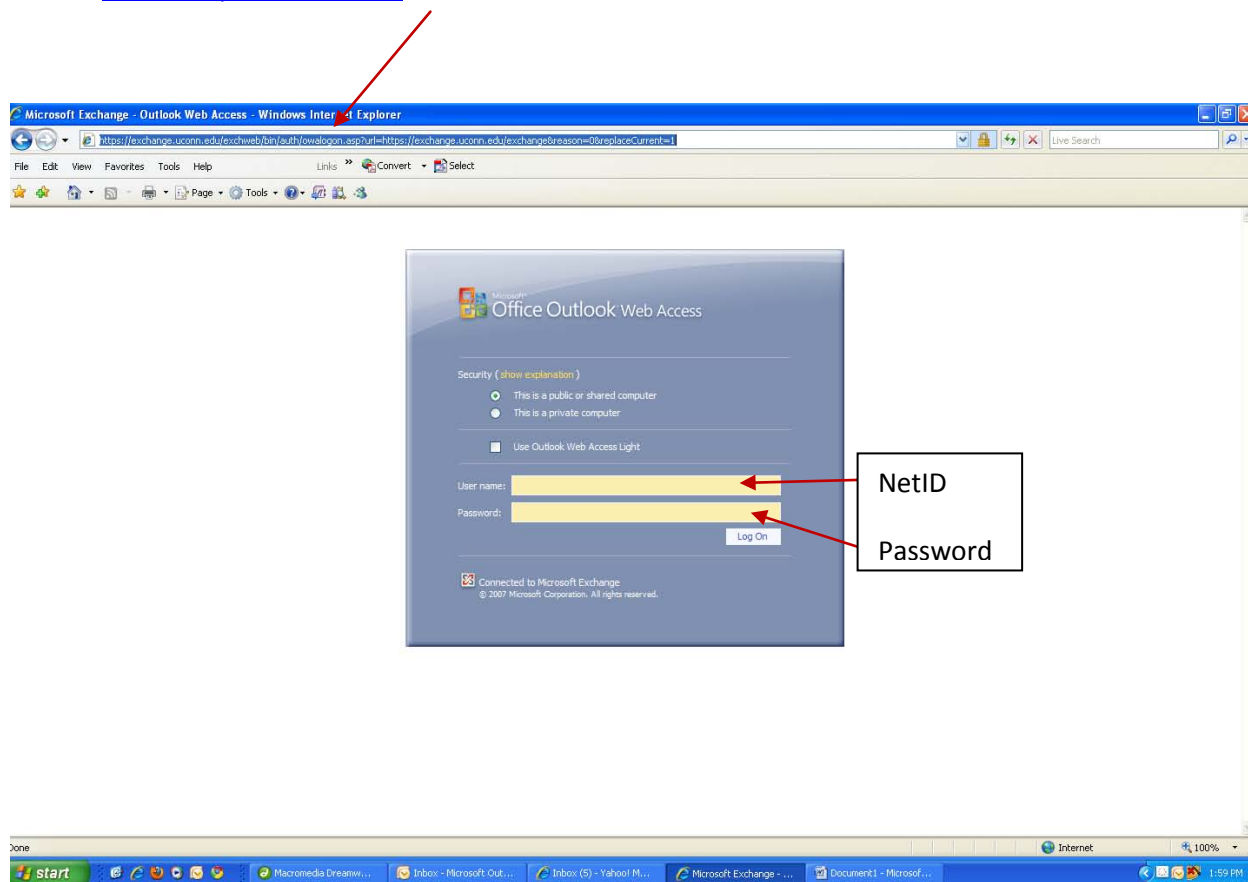
Faculty/Staff E-Mail

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Accessing UConn E-Mail Remotely

1. Your UConn E-Mail can be accessed anywhere via the internet. Copy and paste this link into your internet browser.

<https://exchange.uconn.edu/exchweb/bin/auth/owalogon.asp?url=https://exchange.uconn.edu/exchange&reason=0&replaceCurrent=1>



2. Enter your NetID as your User Name and your NetID password.

Forwarding UConn E-Mail

1. You can forward your UConn E-Mail to another e-mail account (personal email accounts like Yahoo, Gmail, AOL, etc.).
2. Go to this link: <http://exchangeforwarding.uconn.edu/login.php>
3. Enter your NetID and password as shown below.

NetID

Password

Exchange Account

Password

login

Exchange Home UITS Home

4. When the new page opens, click on the **Enable Forwarding** button.
5. In the **Set Your Forwarding Address** field, enter the email address you want your E-mail forwarded to.
6. Click **Submit**.

Select Enable Forwarding

Enter the email address mail should be forwarded to

Exchange Forwarding

Email Address: lauren.dechant@uconn.edu

Current Status: Forwards disabled.

This page allows you to enable or disable forwarding of email on your Exchange account. Please close your browser to log out when you are finished.

Disable Forwarding
Select this option to turn off a forward set previously. If you do this, new email will be delivered to your Exchange mailbox.

Enable Forwarding
Select this option to set an email destination for lauren.dechant@uconn.edu, which will forward email to the address you specify below.

IMPORTANT NOTES:
Your Exchange mailbox will not receive a copy of emails. If your service provider is unable to receive an email (for example, because your mailbox is full), that message will be irretrievably lost.
It is your responsibility to ensure that email is delivered to your service provider (AOL, Hotmail, Gmail, etc.) successfully. Any failure to receive official university email does not relieve you of your obligation pertaining to the subject matter. To view a copy of the UConn policy, click [Electronic Communication Policy](#).

Set Your Forwarding Address

Submit

Please Note: Change requests may take up to 1 hour to take effect.

Keep in mind – there are some disadvantages to forwarding your E-Mail.

- UITS cannot recover the mail being forwarded off of the Exchange server
- UITS cannot recover the deleted e-mail once it is forwarded off of the Exchange server

UConn E-Mail FAQ

If you have other questions about your UConn E-Mail, you may be able to find the information/answers at this web page: <http://mail.exchange.uconn.edu/faq/index.html>