

Assistance and Service Center (ASC) Help Desk
Center for Information Technology Services (CITS)
University of Maryland, Baltimore
601 West Lombard Street, Room #LL06
Baltimore, MD 21201
410-706-HELP (4357)

Fax # 410-706-4191
help@umaryland.edu
www.umaryland.edu/helpdesk

May 4, 2007

Access your Campus Exchange Email account through Outlook Web Access (OWA)

The following Campus Departments and Schools have Exchange email accounts on the Campus server:

Campus Departments

- Academic Affairs
- Administration & Finance
- CITS
- External Affairs
- President's Office
- Office of Research & Development

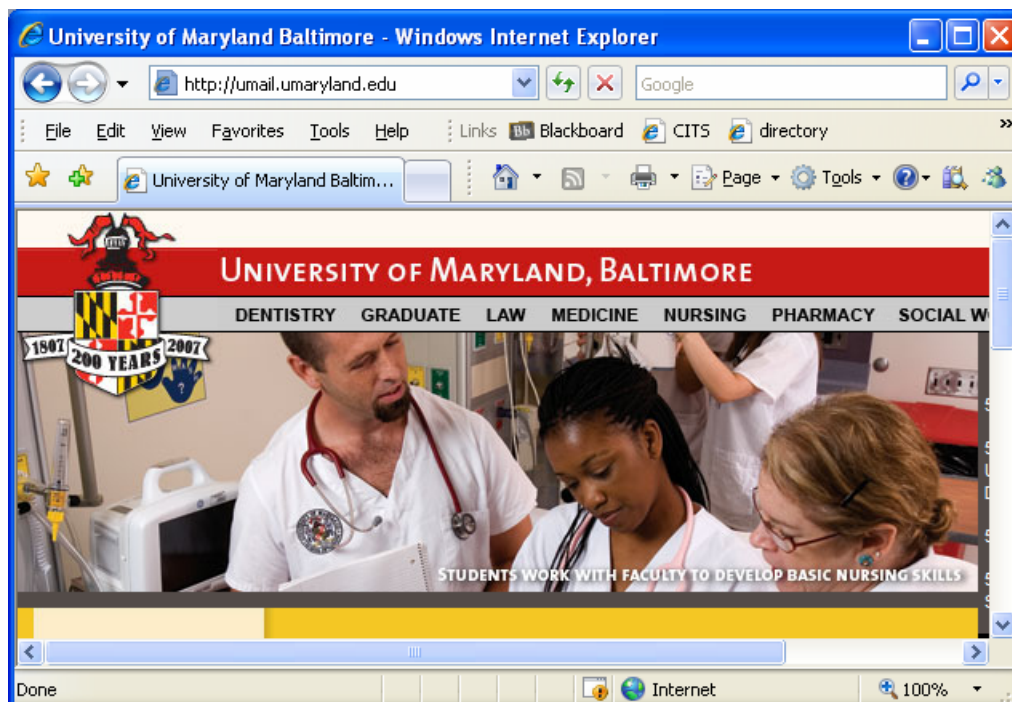
Schools

- School of Dentistry
- School of Pharmacy
- School of Social Work

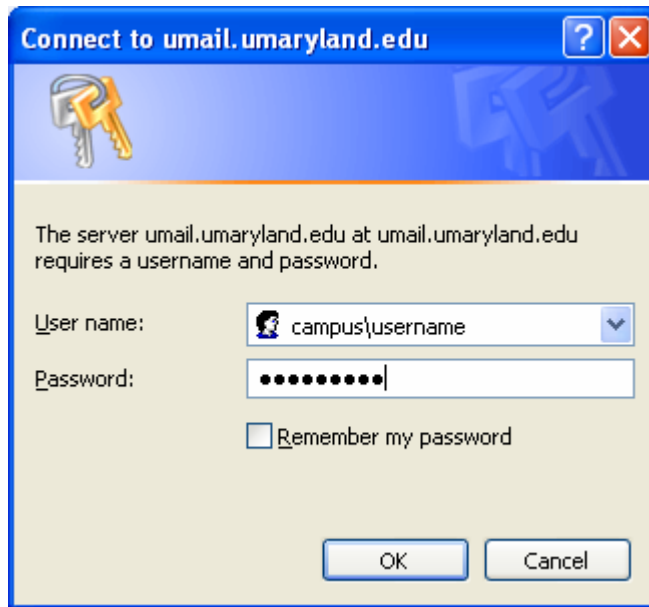
All other Schools and Departments should contact their help desk or IT support group for more information about their Exchange or office email account.

Please Note: These instructions were compiled using Internet Explorer 7. If you are using another web browser such as Mozilla Firefox, Safari, or Netscape, you may not have some of the following options, or the screen may look different.

1. Open an Internet Explorer window and enter the web address <http://umail.umaryland.edu>.



- In the “Connect to uemail.umaryland.edu” window, enter your User name and password. Use the following format for the User name: **domain\username**



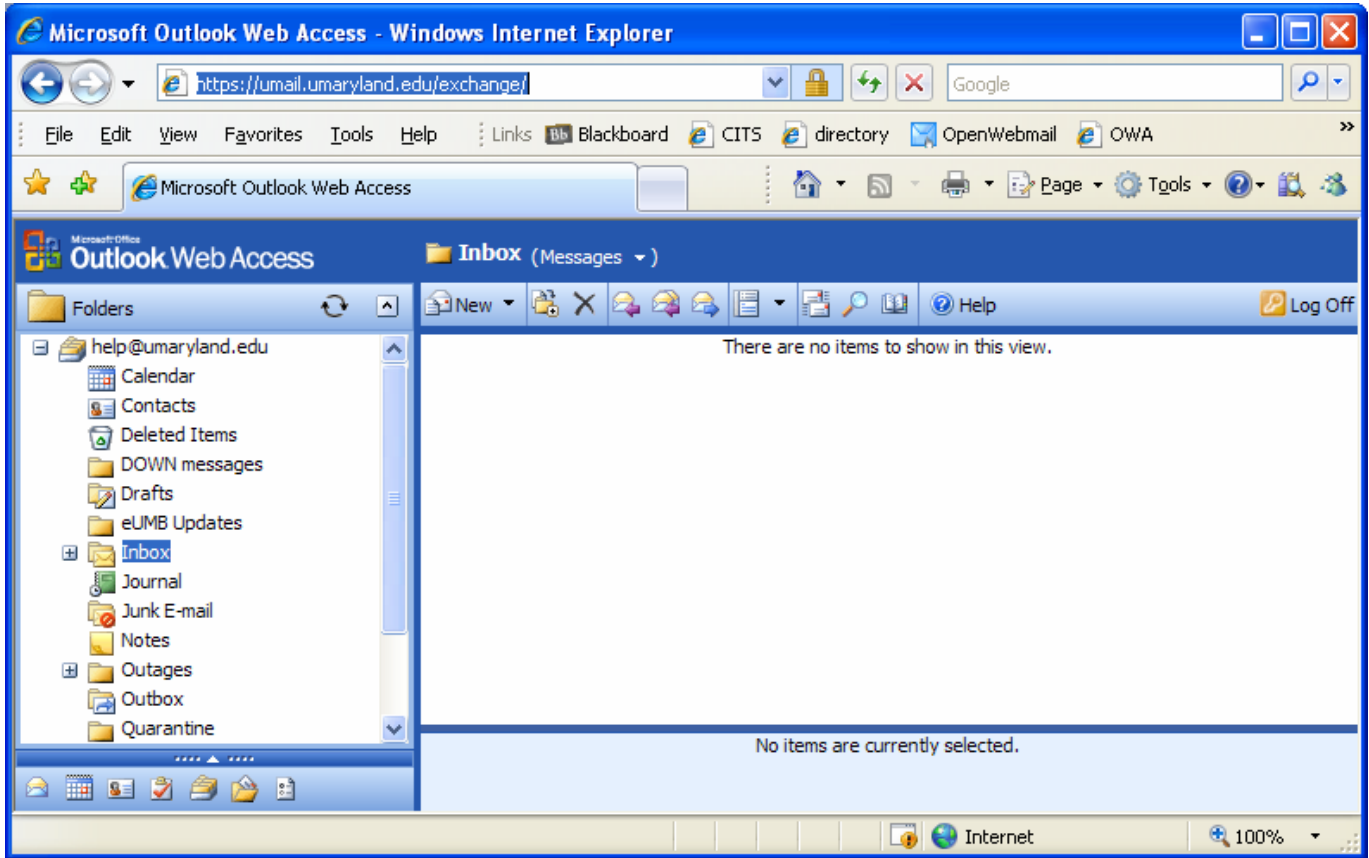
Domains for Campus departments and Schools are listed below.

School or Department	Domain
Campus Departments	
Academic Affairs	campus
Administration & Finance	campus
CITS	campus
External Affairs	campus
President’s Office	campus
Office of Research and Development	campus
School of Dentistry	dental
School of Pharmacy	rx
School of Social Work	sowk

NOTE: If you do not use the format “domain\username” when logging in you may not have full access to your email account through Outlook Web Access!

- Click on the “OK” button.

4. You should be able to access your account through Outlook Web Access.



QUESTIONS?

If you require further assistance accessing your Exchange email account remotely, please contact the ASC Help Desk at 410-706-HELP (weekdays, 8:00 a.m. - 5:00 p.m.) or send e-mail to help@umaryland.edu