

# Using your College e-mail after migration to Office 365

After your mailbox has been migrated, you will have some different ways to access your email.

- When accessing College e-mail from the links on the College's website or myPEAK Portal, you will be presented a screen with a link that will redirect you to Office 365. Additionally, an option is there to add the link to your Browser Favorites.

**COLLEGE e-mail** PENNSYLVANIA HIGHLANDS COMMUNITY COLLEGE

Security ( show explanation )

This is a public or shared computer  
 This is a private computer  
 Use the light version of Outlook Web App

User name:

Password:

[Sign in](#)

Connected to Microsoft Exchange  
© 2010 Microsoft Corporation. All rights reserved.

*Climb Higher*

**COLLEGE e-mail** PENNSYLVANIA HIGHLANDS COMMUNITY COLLEGE

Your College e-mail is now part of Office 365!

[Click here to login.](#)

Click button below to add link to your Favorites:

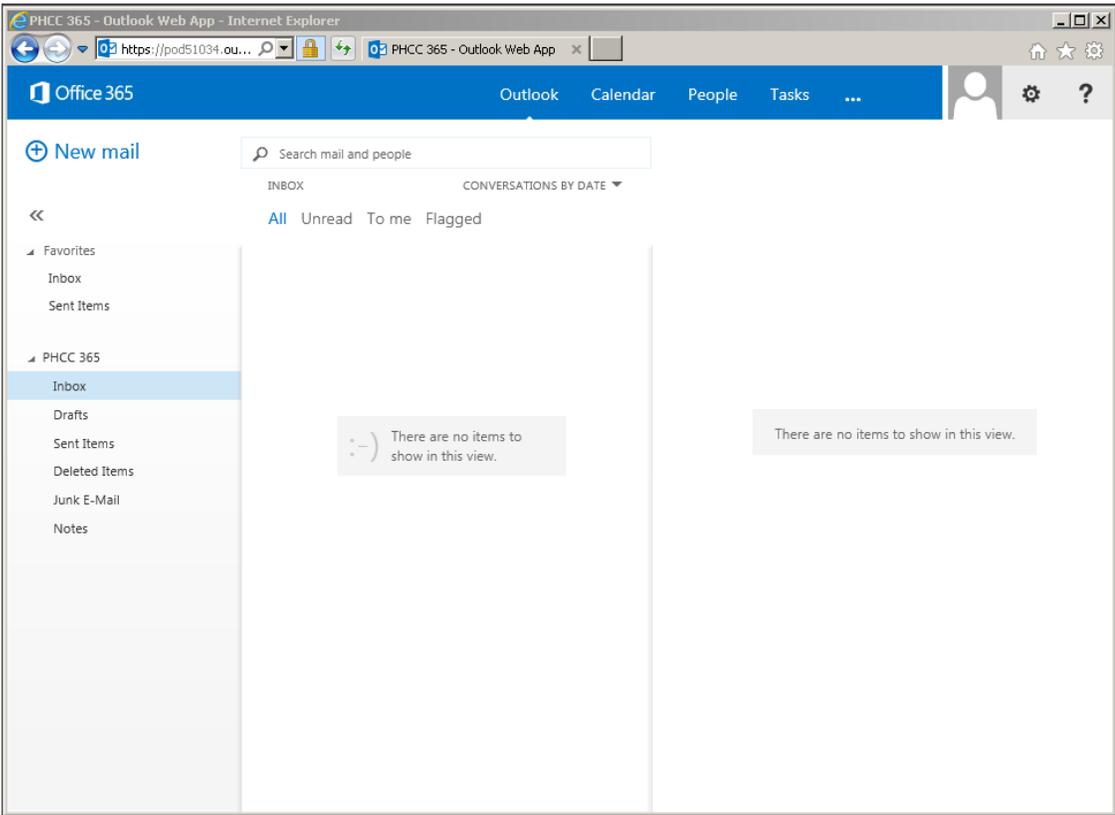
[Add to Favorites](#)

Connected to Microsoft Exchange  
© 2010 Microsoft Corporation. All rights reserved.

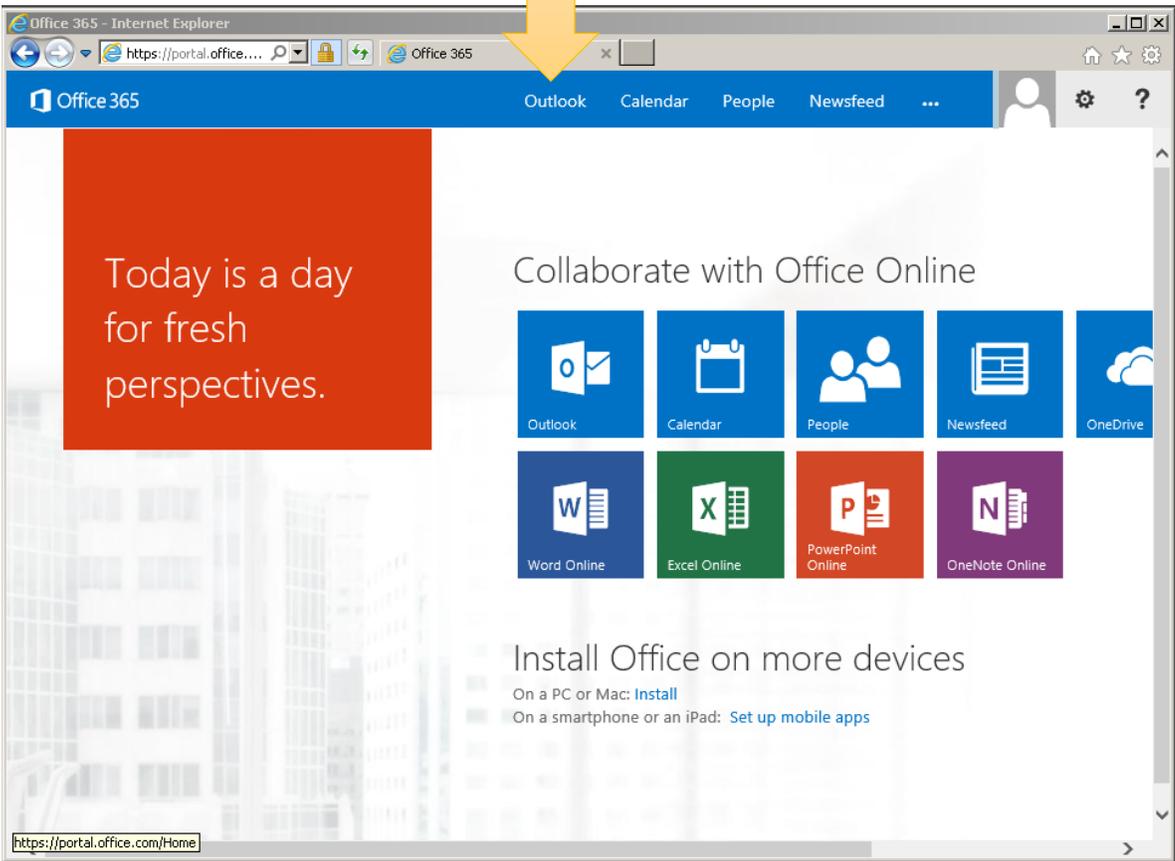
*Climb Higher*

- Then enter your college email address and password, similar to how you access your OneDrive/Office apps.





As an added feature, while using other Office365 applications such as Word Online, Excel Online and your OneDrive, you will be able to quickly switch to your email by clicking **Outlook**



OneDrive for Business - Internet Explorer

https://pennhighland... OneDrive for Business

Office 365 Outlook Calendar People Newsfeed ...

BROWSE FILES LIBRARY

search OneDrive

Files

- Shared with me
- Followed
- Site folders
- Recycle bin

Recent Documents

- Document2.docx
- Document.docx
- Document1.docx

USE OFFICE ON DEMAND

OneDrive @ Pennsylvania Highlands Community College

# Documents

Welcome to your OneDrive for Business, the place to store, sync, and share your work. Documents are private until shared. [Learn more here.](#) [Dismiss](#)

[new](#) [upload](#) [sync](#) [edit](#) [manage](#) [share](#)

Find a file

✓	Name	Modified	Sharing	Modified By
	Shared with Everyone	... August 13		<input type="checkbox"/> PHCC 365
	Document	... August 13		<input type="checkbox"/> Nicole Cloud3. Mishler
	Document2	... August 15		<input type="checkbox"/> PHCC 365
	test this	... September 30		<input type="checkbox"/> PHCC 365
	test	... September 30		<input type="checkbox"/> PHCC 365

Drag files here to upload