

Internet Access to Outlook Web Access on the Exchange Servers

Go to the college web site, www.swccd.edu, and click on Outlook Web Access under E-Tools on the front page. If you have a mailbox (which most do) click on the Email and Public Folders link. If you have your email forwarded to an off-campus account, click on the Public Folders only link.

We are now encrypting all email via OWA, therefore, first thing you may get is a popup window that says Security Alert. It depends on your browser, location, etc., as to WHY you got it. Click Yes to proceed.



You will get the following login window (this is Internet Explorer running on XP. Yours may look different but the required information is the same):



Enter your user id and network password. Hit OK. You're in!