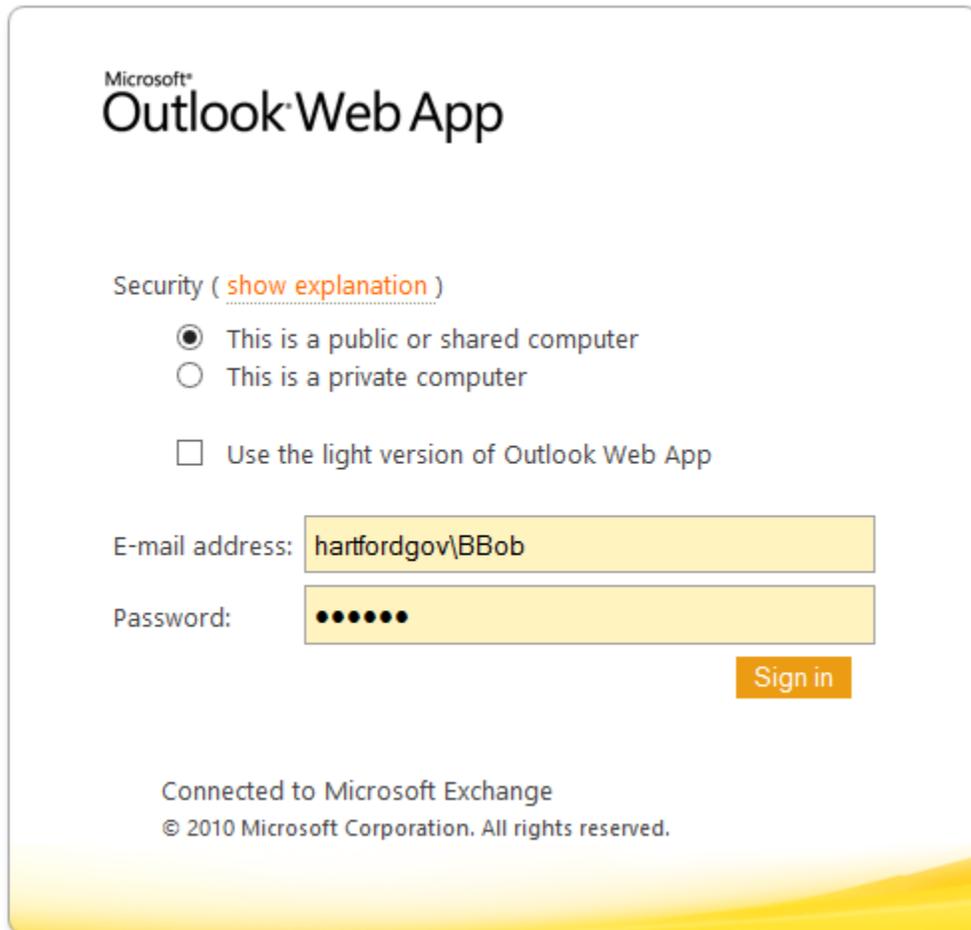


## How do I access my email from home?

You can access your email from home by opening up an Internet Browser and typing in this web address <https://email.hartfordschools.org> (See below)



The screenshot shows the Microsoft Outlook Web App login interface. At the top left is the Microsoft logo and the text "Outlook Web App". Below this is a "Security" section with a link to "show explanation". There are three radio buttons: "This is a public or shared computer" (selected), "This is a private computer", and "Use the light version of Outlook Web App" (unchecked). Below the radio buttons are two input fields: "E-mail address:" containing "hartfordgov\BBob" and "Password:" containing six dots. To the right of the password field is a "Sign in" button. At the bottom, it says "Connected to Microsoft Exchange" and "© 2010 Microsoft Corporation. All rights reserved."

Type in your network id and password. (See above example). Click Sign in.

- For City: Hartfordgov\your network id
- For HPS: Hartfordschools\your network id