

**From:** [DII - Service Desk Information](#)  
**To:** [SOV - Business and IT Leaders](#)  
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Going forward, DII will be communicating regularly to our business and IT leaders with pertinent information in regards to the Office 365 Migration. We are working on adding information to our website, including a Frequently Asked Questions page. This information will be communicated in our next email.

Included below is a question we have been getting asked. We will include these going forward as tips for all users. Please forward to your users.

## Frequently Asked Question

### **I am on the State of Vermont's Email system. How will migrating to Office 365 change things for me?**

Today to access your email, you click on Outlook and it retrieves your email from an Exchange server in the State Data Center. When you move to Office365, you will still click on Outlook and it will now retrieve your email from an Exchange server in the cloud – or more specifically, in a Microsoft data center.

If you access your email through Outlook Web Access (OWA), it will also function generally the same. The most recent version of OWA in Office 365 actually has functionality that comes close to the full Outlook client experience.

If you have any questions about the migration project, please contact Serena Kemp, [serena.kemp@state.vt.us](mailto:serena.kemp@state.vt.us), 249-4086 or John Quinn, [john.quinn@state.vt.us](mailto:john.quinn@state.vt.us), 828-0381.

Thank you.

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