

Subject: [Staffmemos] Google Apps at ISU - Launch Day Almost Here!

From: IT Service Desk <helpdesk@isu.edu>

Date: Sun, 04 Oct 2009 19:56:40 -0600

To: facultymemos@isumm.isu.edu, staffmemos@isumm.isu.edu

CC:

As of Tuesday, October 6, all new email will be sent to your Google Apps at ISU account.

Things to remember:

- Your email address stays the same.
- Please be sure to check your Barracuda spam filter (<http://barracuda.isu.edu:8000>) no later than 10pm on Monday, October 5, to deliver the messages you want to keep. ISU's Barracuda spam filter will be replaced by Google's spam filter when we move to Google Apps on Tuesday.

What to Do on October 6

- Go to <http://google.isu.edu>. Log in using your regular ISU email username and password to see new mail. Note: You won't be able to access your account unless you've changed your password since Sept. 23.
- Old ISU webmail is now located at <http://blade3.isos.isu.edu>.
- Consider making Google Apps at ISU your primary email account. Use it to collect mail from your other accounts. Find out how.
- Remember, any forwarding you had previously set up is cancelled. If you wish to continue forwarding your ISU email to another account, [click here](#) to learn how.

We strongly recommend using the Gmail interface (Google's webmail) to handle your mail, but if you wish to continue using a desktop program (Outlook, Thunderbird), [click here](#) to find out what to do.

Move Old Mail Later. We urge you to start using your new account first and move old mail later. Due to the anticipated volume of calls during the transition period, the IT Service Desk will *not* be able to assist you in moving old mail until later in the month. Meanwhile, if you wish to move your old mail into your new Google Apps account yourself, [click here](#) for instructions. Note that mail left on the old server will only be available temporarily, and so after awhile you'll need to retrieve the emails you wish to save.

For complete instructions, go to <http://google.isu.edu>.

Need Help? In-Person Assistance & Training will be Available. We will hold a number of 1-hour open demonstrations (no reservations required), and staffed desks will provide personalized attention. [Click here](#) for a list of hours and locations.

Or just call 282-4357 (HELP), or email help@isu.edu.

Staffmemos mailing list

Part 1.2	Content-Type: text/plain Content-Encoding: 7bit
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