

To: DL\_AllEmployees@stcloudstate.edu

Date: 02/04/2019

Subject: Email/Microsoft Office 365 Update Coming Summer 2019



## EMAIL/O365 UPDATE: AUG. 8-11

Dear faculty and staff,

St. Cloud State University's email and Office 365 services are moving to Minnesota State's Shared Tenant as a part of a system-wide effort to combine Microsoft features and services. The intention is to better serve faculty, staff and students who have relationships with multiple Minnesota State institutions.

The transition will begin on Aug. 8, following the completion of summer session two.

### Key Benefits:

- Single account for accessing system-wide resources, providing a smoother experience for faculty, staff and students connected to multiple campuses
- Common user experiences and easier collaboration between campuses through shared Office 365 tools and services

### Important Notes:

- Your StarID and password will remain the same.
- Faculty and staff will keep their current email addresses. After the transition, we will need to use our [StarID@minnstate.edu](mailto:StarID@minnstate.edu) usernames to login to email and Office 365.
- The transition is expected to last up to four days (Aug. 8-11, 2019).
- Email and Office 365 will be unavailable during the transition period.
- Supplemental Account transition considerations are being reviewed, and information will be shared as we learn more.
- Minnesota State's System Office's board initiative is to have all campuses on the Shared Tenant service by the end of calendar year 2019.

You do not need to take any action at this time. Further instructions will be communicated as we get closer to the transition date.

See St. Cloud State University's [Office 365](#) page or contact HuskyTech for more information.



# Office 365

