

To: DL_AllEmployees@stcloudstate.edu and emeriti

Date: 06/27/2019 (resent 07/08/2019)

Subject: Office 365 July Training Sessions



To the campus community:

Join us for another round of Office 365 open sessions. All are welcome!

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.

If you've attended any of the previous sessions, anticipate several new updates along with some review. There will be many opportunities to ask questions about the transition.

Upcoming Office 365 training session dates:

- 2-3:30 p.m. **Tuesday, July 16** in MC 122 ([Add to calendar](#))
- 9-10:30 a.m. **Wednesday, July 24** in MC 122 ([Add to calendar](#))

Topics that will be included in these sessions:

- New updates on the project
 - What is and is not affected by the transition
 - Freeze window beginning July 26 prior to transition
 - Updated list of what you can do now to prepare
 - Checklist on what to do Aug. 12 (after the transition)
 - ...and more!
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As a reminder, **email and Office 365 will be unavailable** starting at 6 p.m. Aug. 9 through Aug. 11. **Computer logins and other logins that use StarID will NOT change.**

What You Can Do NOW (updated)

See St. Cloud State University's [Office 365](#) page for details on what you can do now to prepare for the transition. Updates have been added for SharePoint and other affected services.

Questions? Feel free to contact us!

Sincerely,

Information Technology Services / HuskyTech
St. Cloud State University

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