

Email & WeevilNet- You will be given your Username and Password

- * From your assigned PC that is customized for you, click the Outlook desktop icon
OR
- * Logon using OWA (web)
 - ☒ On the UAM home page click on EMAIL in the upper right hand corner
 - ☒ Click on Information for Faculty & Staff on the left hand side
 - ☒ Click on the link "**Email Login**"
 - ☒ Windows Security/ Authentication Required
 - ☒ Enter Email address (*include @uamont.edu*) and password
 - ☒ Click OK

Weevilnet Login information is a follows:

- ☒ Username/ User ID should be in all CAPS
- ☒ Do not include @uamont.edu
- ☒ Internet Explorer is recommended
- ☒ For better compatibility, have only 1 internet tab/window open at a time

Install Microsoft Office Products (*for free up to 5 personal devices*)

- ☒ Office Login to your Faculty Email through the web
- ☒ Office Click on Office 365 in the upper left hand corner
- ☒ Office Install Office on your PC, smartphone, or iPad information will display
- ☒ Office Click INSTALL NOW

Wireless Connection: UAMWIFI-Secure

- ☒ Turn Wi-Fi ON
- ☒ Connect to UAMWIFI-Secure
- ☒ Enter UAM Username/ Identity (*with or without @uamont.edu*) and Password in the fields provided

Setup Mobile Device to Receive UAM Email- *setup may vary for different devices types*

- ☒ Go to Settings and then choose Mail, Contacts, Calendars
- ☒ Choose Add Account
- ☒ Choose **Exchange** Active Sync
- ☒ Enter the required information in the fields provided

Email	██████████@uamont.edu
Server	outlook.office365.com
Domain	Optional
Username	██████████@uamont.edu
Password	••••••

- ☒ After account verification, click SAVE

More Important IT Services can be found Under **Information for Faculty & Staff**
<http://www.uamont.edu/pages/resources/information-technology/it-for-faculty-staff/>

- ☒ Barracuda (spam) Filter
- ☒ Computer Usage Policy
- ☒ Copyright Resources
- ☒ Tutorials