# **Seneca Valley School District - STUDENT EMAIL**

#### All students have school email accounts.

- The email system is 'closed'. Students may send and receive email within the 'closed group' of students and teachers. Email outside the closed group will not be sent or received.
- As a safeguard, all student email is archived.
- The format for student email addresses is: <u>USERNAME-STUDENT@svsd.net</u> (for example: jonest-student@svsd.net)

#### Accessing student webmail from a SCHOOL computer

Go to <a href="http://webmail365.svsd.net">http://webmail365.svsd.net</a>. Note: email will be accessed for the student that is currently logged into the computer.

### Accessing student webmail from a **NON-SCHOOL** computer or OFF-CAMPUS:

Go to http://webmail365.svsd.net.

When prompted to login:

Username: <u>USERNAME@svsd.net</u> (for example: jonest@svsd.net)
Password: (your network password)

### Accessing student email directly from a personal device (Active Sync compatible)

On devices that support Active Sync technology (Windows phones, iOS devices, etc.) simply enter the following information:

- choose add "Microsoft Exchange Account"
- email address: USERNAME-STUDENT@svsd.net (for example: jonest-student@svsd.net)
- username: <u>USERNAME@svsd.net</u> (for example: jonest@svsd.net)
- password: (your network password)

Note: If prompted for the server name, use: webmail365.svsd.net

Domain: do not fill in this field.

## Accessing student email directly from a personal device (NOT Active Sync compatible)

Devices that are not Active Sync compatible may require additional information.

Server name: pod51010.outlook.com

Domain: svsd.net

POP setting

Server name: pod51010.outlook.com

Port: 995

Encryption method: SSL

**IMAP** setting

Server name: pod51010.outlook.com

Port: 993

Encryption method: SSL

SMTP setting

Server name: pod51010.outlook.com

Port: 587

Encryption method: TLS

For additional help on specific phones: <a href="http://go.microsoft.com/fwlink/p/?linkid=235512">http://go.microsoft.com/fwlink/p/?linkid=235512</a>