## eMail and Messaging

### Summary

The SOM Information Technology Services department provides a variety of Communication and Collaboration resources for the SOM community. The eMail and Messaging services allow all SOM community members access to electronic mail, along with the ability to create group mailings, and subscribe to university mailing lists.

<table>
<thead>
<tr>
<th>Service</th>
<th>Description</th>
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<tbody>
<tr>
<td><strong>eMail for Faculty, Staff and Students</strong></td>
<td>Hosted on Microsoft Office 365, Outlook is a fully integrated email and calendaring solution with automatic mobile synchronization of email and calendar to handheld devices.</td>
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<td><strong>eMail and other Information for Students Commencing</strong></td>
<td>Upon commencement, you must begin to consider your personal eMail transition, as accounts are deactivated one year after graduation.</td>
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<tr>
<td><strong>eMail for Students in Transition - Joint Degrees</strong></td>
<td>All of the SOM communications and collaboration revolve around Outlook 365. For Yale joint degree students who may already be using EliApps, use this service offering to convert to The Outlook 365, so it becomes the primary eMail associated with your email alias, and you will not miss any communications.</td>
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<td><strong>GroupMail</strong></td>
<td>Outside of the standard ability to send an email to multiple senders, a few departments have the requirement to send out group mailings. In those instances, they use a product called GroupMail</td>
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<td><strong>Yale University eMail Subscriptions</strong></td>
<td>Sign up to receive e-newsletters produced by Yale departments with information on campus news and events, including plays, concerts, art exhibits, and athletic competitions, as well as local New Haven happenings. A number of these publications are listed on the home page. A more comprehensive list can be found at the University Messaging Service</td>
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