Email for Faculty, Staff and Students

Summary
SOM IT provides Microsoft Outlook to faculty, staff, and students. 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.

Features
- Integrated spam filtering
- Integration with the Microsoft Office Suite
- Webmail client
- Vacation utilities
- Optional with Supervisor approval and provisioned by SOMIT:
  - Full access to another person or department mailbox
  - Read/Write access to another person or department mailbox
  - Send as access to another person or department mailbox

Who can use it?
This service is available to SOM Faculty, Staff and Students

How much does it cost?
This service is available at no charge to the Yale School of Management community.

How do I get it?
eMail accounts are created as part of the onboarding process for all SOM constituents. You can get to it through any web browser at https://outlook.office.com/ or through the full outlook client which may be installed on your desktop, laptop, or mobile device. Extensive online help is available through Microsoft or directly in your application "help".
Outlook for Mac search feature is unable to find results
Sharing Outlook Calendars for Macs
Solved: Imported IMAP folders are not visible or don't show any content
What is Office365