Getting access to your e-mail from off campus

Logging on to Outlook Web Access

1. Point your browser to https://sunywccmail.sunywcc.edu. The following login box appears:

![Login Box]

2. In the Domain user name box, type `sunywcc\xxxx`, where `xxxx` is your four-character ID, for example, `pjw2`.
3. In the Password box, type your password.
4. Click the Log On button.
   Note: You may have to repeat steps 3 and 4 before the logon is successful. The Outlook Web Access screen appears and you can use your e-mail account.