

# E-Mail – System Upgrade

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When: September 2009 – November 2009

Who: Faculty and Staff of the UW Colleges and UW-Extension

What: Exchange Server 2003 → Exchange Server 2007

Why: Mainstream support for Exchange Server 2003 ended in spring of this year

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## What will happen to our faculty and staff email accounts?

Your e-mail address will not change; however, the address (URL) to access e-mail through the web will.

Your Outlook mailbox is located on an Exchange Server. To move everyone's mailbox from the old to the new server, Central IT, along with Town and Country Consulting, has created two e-mail environments. The 2003 and 2007 systems are synchronized using software tools.

Over the next few months, mailboxes will be moved from the old to the new server. This will start with the UWC campuses and then transition to Extension and Madison based employees. Because of the synchronization, you will continue to send e-mails and schedule appointments with your colleagues as usual. It will not matter which system your mailbox is on.

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## Primary Change for Employees

Once you have been migrated to the 2007 server, you will need to use a new URL for web access. Changes to Outlook on your desktop computer will be changed automatically.

Old URL (Exchange 2003): <https://owa.uwc.edu>

New URL (Exchange 2007): <https://mail.uwex.uwc.edu/owa>

You will receive notification prior to your mailbox being moved.

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## Smartphone Configuration

Your phone's settings need to be modified after you are migrated to Exchange 2007. Configure your phone as follows if you are not using Central IT's managed service for Blackberry and Smartphones. Your network administrator can also assist you with your phone configuration.

Server:	mail.uwex.uwc.edu
User name:	firstname.lastname
Password:	(same as your network password)
Domain:	UWCX

Questions / problems can be directed to the Service Center at: 888-UWEXUWC or (608) 262-5034