

To Access School Email From Home

To access your school email from home or from a computer outside of the District, bring up your internet and go to <https://webmail.oxfordschools.org/> or bring up the District's website

and click on **Employee** and **Email Access** from the drop-down.

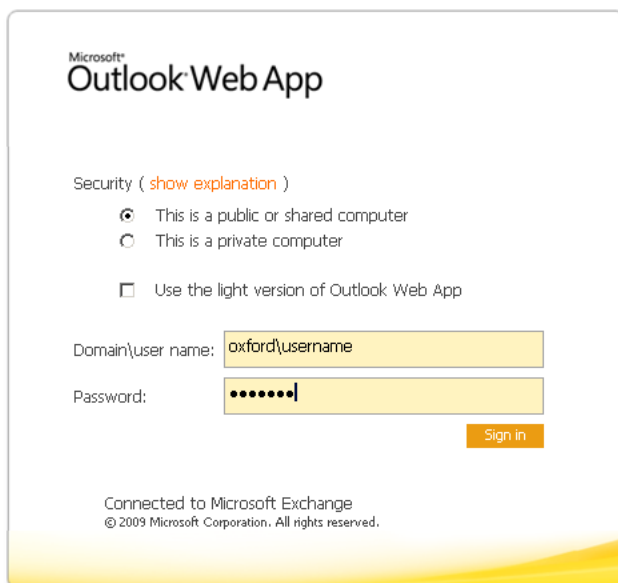


The screenshot shows the Oxford Community Schools website. The header includes the school logo and the tagline "WHERE THE GLOBE IS OUR CAMPUS". A navigation menu is visible, with "EMPLOYEE" and "EMAIL ACCESS" highlighted. Below the menu, there are several news articles, including one titled "Budget and Salary/Compensation" and another titled "Transparency Reporting Pursuant to MCL 388.161B(2)". The website footer contains contact information and a copyright notice.

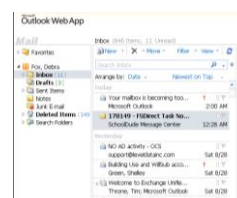
<http://mail.oxford.k12.mi.us/exchange>

This box will appear. In the **Domain\user** area type in **oxford** and your user name. For example **oxford\foxd01**. In the **password** area, type in your network password. Click on **Sign In**.

(In the **Security** area, you can select the appropriate button.)



The screenshot shows the Microsoft Outlook Web App sign-in page. It features a "Security" section with two radio buttons: "This is a public or shared computer" (selected) and "This is a private computer". There is also a checkbox for "Use the light version of Outlook Web App". Below this, there are input fields for "Domain\user name:" (containing "oxford\username") and "Password:" (containing "*****"). A "Sign In" button is located to the right of the password field. At the bottom, it says "Connected to Microsoft Exchange" and "© 2009 Microsoft Corporation. All rights reserved."



The screenshot shows the Outlook Web App interface. The left sidebar displays the "Inbox" and "Folders" sections. The main area shows a list of emails, including one from "Microsoft Outlook" and another from "Schoolwide Message Center".

Your email will appear.