



ACCOUNTS

- *Faculty and Staff:*
 - <http://www.colorado.edu/its/exchange/accounts.html#facstaff>
- *Student employees:*
 - <http://www.colorado.edu/its/exchange/accounts.html#students>
- *Resources (conference rooms, shared technology, etc.):*
 - <http://www.colorado.edu/its/exchange/resourceaccounts.html>
- *Group accounts:*
 - <http://www.colorado.edu/its/exchange/accounts.html#groups>
- *Sponsored affiliates:*
 - <http://www.colorado.edu/its/exchange/accounts.html#sponsored>

SETTING UP YOUR E-MAIL/CALENDAR CLIENT:

> **RECOMMENDED:**

- *Outlook 2010 (Windows):*
 - <http://www.colorado.edu/its/exchange/outlook10.html>
- *Outlook 2007 (Windows):*
 - <http://www.colorado.edu/its/exchange/outlook07.html>
- *Outlook 2011 (Intel Based Mac):*
 - <http://www.colorado.edu/its/exchange/outlook11.html>

> **ALSO SUPPORTED:**

- *Entourage 2008 Exchange Web Services (Mac):*
 - <http://www.colorado.edu/its/exchange/entourage08wse.html>
- *Apple OS X Mail 4.x on Mac 10.6 (Mac):*
 - <http://www.colorado.edu/its/exchange/applemail10.6.html>

> **IMAP PROGRAMS - MAIL ONLY:**

- *Thunderbird 3.x on Mac:*
 - http://www.colorado.edu/its/exchange/thunderbird_mac.html
- *Thunderbird 3.x on Windows:*
 - http://www.colorado.edu/its/exchange/thunderbird_pc.html
- *Windows Live Mail:*
 - <http://www.colorado.edu/its/exchange/windowslive.html>
- *Other IMAP Clients:*
 - <http://www.colorado.edu/its/exchange/imap.html>

SET UP YOUR E-MAIL/CALENDAR ON MOBILE DEVICES:

- *Android:*
 - <http://www.colorado.edu/its/exchange/androiddevices.html>
- *BlackBerry:*
 - <http://www.colorado.edu/its/exchange/blackberrydevices.html>
- *iPhone, iPod Touch, and iPad:*
 - <http://www.colorado.edu/its/exchange/appledevices.html>
- *PalmOS:*
 - <http://www.colorado.edu/its/exchange/palmos.html>
- *Windows Mobile 6:*
 - <http://www.colorado.edu/its/exchange/windowsmobile5.html>
- *IMAP connections:*
 - <http://www.colorado.edu/its/exchange/imap.html>

MANAGING YOUR EXCHANGE E-MAIL:

> **QUOTA MANAGEMENT:**

- *General quota information:*
 - <http://www.colorado.edu/its/exchange/accounts.html>
- *Outlook 2010:*
 - <http://www.colorado.edu/its/exchange/outlook10quota.html>
- *Outlook 2007:*
 - <http://www.colorado.edu/its/exchange/outlook07quota.html>
- *Outlook 2003:*
 - <http://www.colorado.edu/its/exchange/outlook03quota.html>
- *Outlook 2011 (Mac):*
 - <http://www.colorado.edu/its/exchange/outlook11quota.html>
- *Entourage 2008 WSE:*
 - http://www.colorado.edu/its/exchange/entourage08wse_quota.html
- *Entourage 2008:*
 - <http://www.colorado.edu/its/exchange/entourage08quota.html>
- *Entourage 2004:*
 - <http://www.colorado.edu/its/exchange/entourage04quota.html>

MANAGING YOUR EXCHANGE E-MAIL CONT...

> ARCHIVING:

- > Outlook 2010:
 - o <http://www.colorado.edu/its/exchange/outlook10archive.html>
- > Outlook 2007:
 - o <http://www.colorado.edu/its/exchange/outlook07archive.html>
- > Outlook 2003:
 - o <http://www.colorado.edu/its/exchange/outlook03archive.html>
- > Outlook 2011 (Mac):
 - o <http://www.colorado.edu/its/exchange/outlook11archive.html>
- > Entourage 2008 WSE:
 - o http://www.colorado.edu/its/exchange/entourage08wse_archive.html
- > Entourage 2008:
 - o <http://www.colorado.edu/its/exchange/entourage08archive.html>
- > Entourage 2004:
 - o <http://www.colorado.edu/its/exchange/entourage04archive.html>

> MOVING OTHER ITS E-MAIL TO EXCHANGE:

- > Outlook 2010:
 - o <http://www.colorado.edu/its/exchange/outlook10movemail.html>
- > Outlook 2007:
 - o <http://www.colorado.edu/its/exchange/outlook07movemail.html>
- > Outlook 2003:
 - o <http://www.colorado.edu/its/exchange/outlook03movemail.html>
- > Outlook 2011 (Mac):
 - o <http://www.colorado.edu/its/exchange/outlook11movemail.html>
- > Entourage 2008 WSE:
 - o http://www.colorado.edu/its/exchange/entourage08wse_movemail.html
- > Entourage 2008:
 - o <http://www.colorado.edu/its/exchange/entourage08movemail.html>
- > Entourage 2004:
 - o <http://www.colorado.edu/its/exchange/entourage04movemail.html>

MANAGING YOUR EXCHANGE CALENDAR:

> PERSONAL CALENDARS:

- > iCal 4.x:
 - o <http://www.colorado.edu/its/exchange/iCal.html>

MANAGING YOUR EXCHANGE CALENDAR CONT...

> PERSONAL CALENDARS CONT...

- > Outlook 2010:
 - o <http://www.colorado.edu/its/exchange/outlook10calendar.html>
- > Outlook 2007:
 - o <http://www.colorado.edu/its/exchange/outlook07calendar.html>
- > Outlook 2003:
 - o <http://www.colorado.edu/its/exchange/outlook03calendar.html>
- > Outlook 2011 (Mac):
 - o <http://www.colorado.edu/its/exchange/outlook11calendar.html>
- > Entourage 2008 WSE:
 - o http://www.colorado.edu/its/exchange/entourage08wse_calendar.html
- > Entourage 2008:
 - o <http://www.colorado.edu/its/exchange/entourage08calendar.html>
- > Entourage 2004:
 - o <http://www.colorado.edu/its/exchange/entourage04calendar.html>

> RESOURCE CALENDARS:

- > Resource calendars:
 - o <http://www.colorado.edu/its/exchange/resourceaccounts.html>

AUTO-REPLY:

- > Outlook 2010:
 - o <http://www.colorado.edu/its/exchange/outlook10autoreply.html>
- > Outlook 2007:
 - o <http://www.colorado.edu/its/exchange/outlook07autoreply.html>
- > Outlook 2011 (Mac):
 - o <http://www.colorado.edu/its/exchange/outlook11autoreply.html>
- > Entourage 2008 WSE:
 - o http://www.colorado.edu/its/exchange/entourage08wse_autoreply.html

CLEARING NICKNAME CACHE:

- > To clear nickname cache in Outlook there is an easy two step process to follow:
 1. Start to type a name into the address field of a new e-mail. A nickname list will appear and can be browsed by scrolling up or down.
 2. To delete a name from the list, simply highlight the name in question and hit the Delete key.