

Description

Below you will find a list of common questions and their answers.



Q. When I'm looking at my calendar, all the scheduled appointments are showing up in Eastern Standard Time but I'm not in that time zone. How can I change it?

- A. Click on the 'Options' button in the lower left window of OWA.
- In the main window, scroll down and find the 'Date and Time Format' section.
 - Select the correct option in the 'Current Time Zone' pull down list.
 - Click on 'Save and Exit' at the top of the window.



Q. How can I access my e-mail from the Internet?

- A. The OWA client is available from the Internet, just open an Internet browser and type in the follow link:
<http://webmail.edmc.edu>

If you are on a DSL or cable modem connection, select the 'Premium' display option.