

Tacoma Public School Webmail Access

Go to www.tacoma.k12.wa.us

The screenshot shows the Tacoma Public Schools website in a Windows Internet Explorer browser. The page features a header with the school logo and navigation links (Home, Employment, News, Calendars, Contact Us). Below the header are sections for District Information, Academics, and Schools. A 'News' section lists recent events, and an 'Events' section lists upcoming activities. At the bottom, there are four columns of links: 'For Parents', 'For Students', 'For Community', and 'For Staff'. A red arrow points to the 'My E-mail' link in the 'For Staff' column.

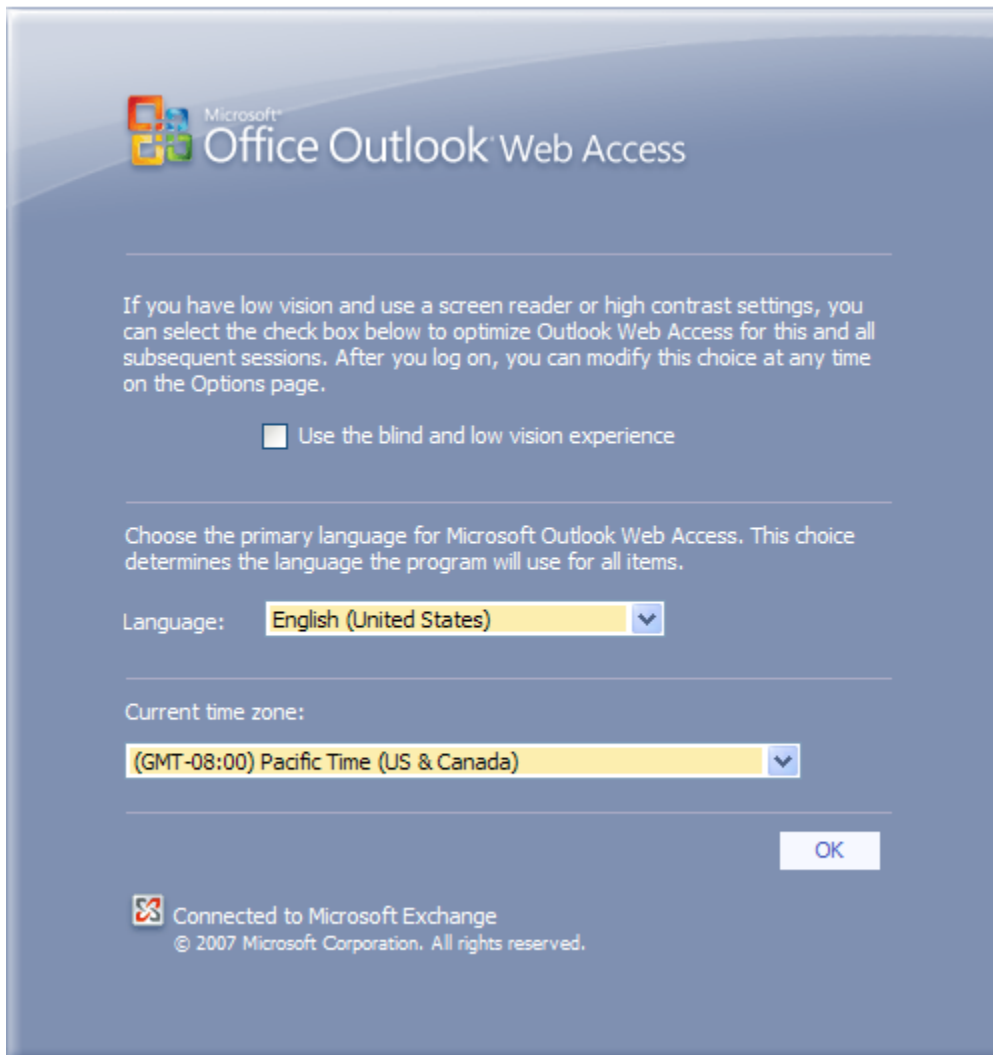
Click on My E-mail

The screenshot shows the Microsoft Exchange Outlook Web Access login page. The page is titled 'Office Outlook Web Access' and includes a security section with radio buttons for 'This is a public or shared computer' (selected) and 'This is a private computer'. There is a checkbox for 'Use Outlook Web Access Light'. The 'Domain\user name:' field contains 'mllove' and the 'Password:' field is filled with asterisks. A 'Log On' button is located below the password field. At the bottom, it says 'Connected to Microsoft Exchange © 2007 Microsoft Corporation. All rights reserved.'

Use your short user name in lower case and password

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If you get this next screen, click on OK:



The screenshot shows the Microsoft Office Outlook Web Access settings page. At the top left is the Microsoft logo and the text "Office Outlook Web Access". Below this is a paragraph of text: "If you have low vision and use a screen reader or high contrast settings, you can select the check box below to optimize Outlook Web Access for this and all subsequent sessions. After you log on, you can modify this choice at any time on the Options page." Below the text is a checkbox labeled "Use the blind and low vision experience". Below the checkbox is another paragraph: "Choose the primary language for Microsoft Outlook Web Access. This choice determines the language the program will use for all items." Below this is a "Language:" label followed by a dropdown menu showing "English (United States)". Below the language dropdown is a "Current time zone:" label followed by a dropdown menu showing "(GMT-08:00) Pacific Time (US & Canada)". At the bottom right is an "OK" button. At the bottom left is a small icon followed by the text "Connected to Microsoft Exchange" and "© 2007 Microsoft Corporation. All rights reserved."

You're now in your email.