

Using Outlook Web Access (OWA) for Email on Exchange 2010 Server

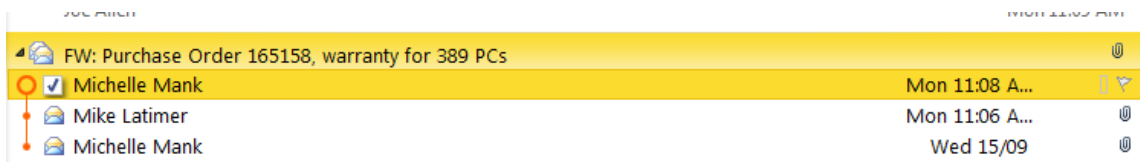
Introduction

Up to now we have been running Exchange 2007. That is soon to change, as we migrate Exchange (Connect) accounts to Exchange 2010. The migration is simple and painless...you won't feel a thing.

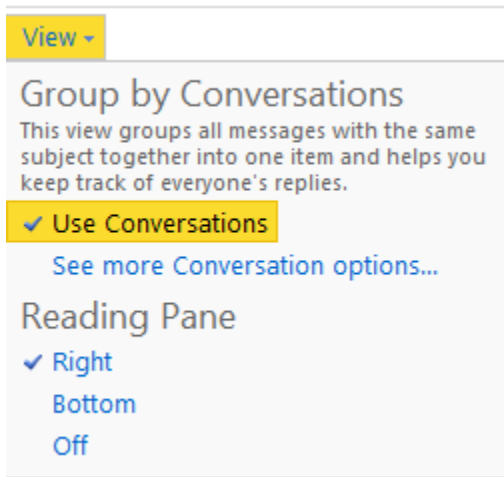
Those using Outlook 2007 or Outlook 2010 won't notice any significant changes when moving to Exchange 2010 Server.

New Features in OWA on Exchange 2010

Conversation View: This is probably the nicest new feature, in that it allows you to view e-mail messages by conversation. Messages that share the same subject appear as "conversations" that can be expanded or collapsed, as shown below...



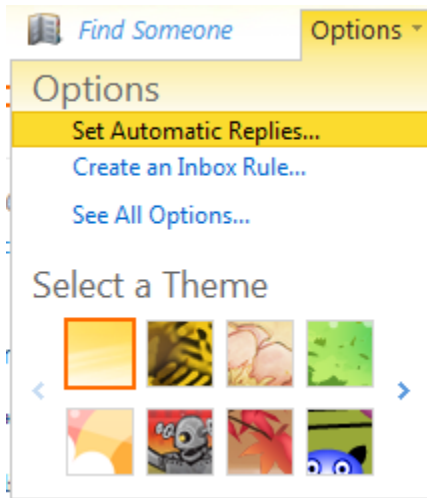
To view your mailbox in "conversation" mode, in OWA, do the following:



This is a very nice feature, but it does take a little while to get used to it.

Out of Office Replies

This is in the same place (under “Options” in top right of the OWA window). It used to be called “out of office assistant” and now it is called “Set Automatic Replies:



You will notice that you can also set “inbox” rules from the same window (e.g. filtering).

When you are finished changing your “out of office” reply, select “My Mail” in the top right corner to resume processing your email.

A Better Client Experience for More Browsers

Not just for Internet Explorer, OWA provides a better client experience for Firefox and Safari users (e.g. spell checking email). Also the calendaring experience is more better with OWA in Exchange 2010.