

## What to expect when your email is migrated to Microsoft Cloud

After having your ENMU account migrated to Microsoft Cloud, the below things are stuff to keep in mind as new things you now have access to.

- A few personalized private occasionally reoccurring emails from Cortana and Microsoft MyAnalytics, both of which can be considered AI personal assistants just for you.

They will have these types of labeling in the emails



- A 'Focused' and 'Other' tab instead of 'Inbox' and 'Clutter' folders, as well as an easy way to switch between multiple mailboxes you have permissions to:

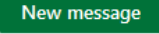


- When accessing your ENMU Email through the Portal Homepage:
  - An ability to access all of the rest of the Office 365 Apps & Ecosystem available to you through the 9 tiled window pane in the top right corner as seen below:

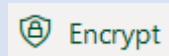




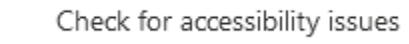
- Easy access to your Outlook Calendar on the far left hand side

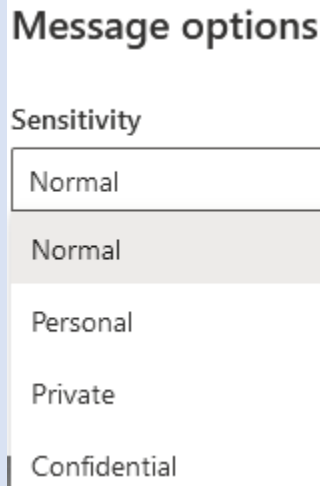


- Under 'New Message'  :

- The ability to send your emails encrypted for heightened security & safety. The Department of Education actually recommends sending emails encrypted.



- While typing a message, if one Left-Clicks on the 
  - The ability to make and include Polls
  -  Poll
  - Be universal access conscious:
    - 
  - Change the message protection level



**DON'T FORGET TO ADD YOUR ENMU EMAIL TO YOUR MOBILE DEVICE**

To do so, follow the tutorial for Android or Apple located [here](#)

To see additional tutorials or download this tutorial, visit

[ENMU ITS Weekly Tech Tips](#)

If you need any assistance or have questions, please contact the Help Desk  
via Teams by clicking [Here](#)  
via phone at: **575-562-4357**  
via email at: [Help.Desk@enmu.edu](mailto:Help.Desk@enmu.edu)

–ENMU Portales ITS Technical Trainer