

blueView E-Mail access through *blueView* portal

The attached information is to provide a quick overview of how to launch the new *blueView mail* application from within the *blueView* campus portal.

You may be used to seeing your email displayed in a channel window or have launched the browser based Webmail from the icon in the upper right of the window. These features will be changing with the release of the new mail solution.

CURRENT VIEW IN *blueView*.

The screenshot shows the Drake University *blueView* campus portal. The user is logged in as 'Bulldog'. The 'My E-mail Inbox' section is highlighted with a red circle. It displays a list of messages:

From:	Subject:	Size:	Date:
*Philip D...	RE: Excel help	38K	08/21/08
*Don Severs <...>	RE: update on meet...	19K	08/21/08
*Sally Blanton...	RE: JDeorak	40K	08/21/08
*Kevin Muenkha...	RE: Room	10K	08/20/08
*Philip Dunham...	RE: Anyone has this...	89K	08/20/08

Below the list are links for 'Get Mail', 'Compose', 'Address Book', and 'E-mail'. The 'e-mail' icon in the top right navigation bar is also circled in red.

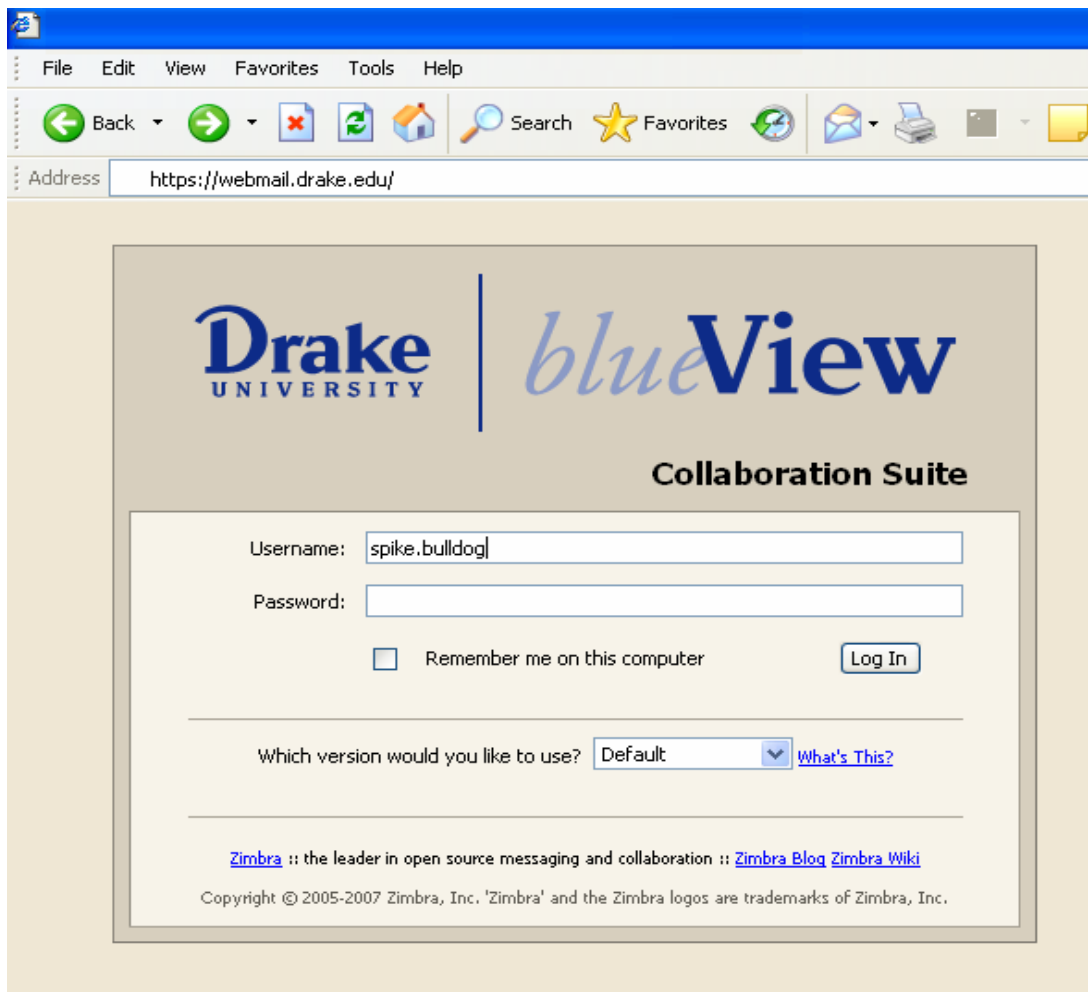
After the Aug '08 conversion to the new *blueView* email system you will see a change in your portals on the Home page in *blueView*. First, after logging in to *blueView*, your "My Email Inbox" will not be available. Next, the e-mail icon will launch the new Webmail in a new browser. - At the release of *blueView Mail* single sign-on is not available through the *blueView* campus portal system. We anticipate this feature being added at the next release of the *blueView* campus portal system in September of 2008.

View in *blueView* after email system conversion.

The screenshot shows the Drake University *blueView* campus portal after the email system conversion. The user is logged in as 'Spike'. The layout has changed, and the 'My E-mail Inbox' is no longer present. The 'e-mail' icon in the top right navigation bar is circled in red. The main content area includes:

- Campus Alert:** no alert
- MyDUSIS:** MyDUSIS Menu
- Due Dates & Deadlines:** Student
 - Monday, August 25 - FIRST DAY OF CLASSES -- Enrollment validation - if student is not in class the first day and has not made
- Announcements:** Have you been hired for a Job On Campus? Arrive on campus without worrying about traffic URGENT Campus Construction Safety Alert
- Drake News & Events Headlines:**
 - news highlight:** 08/22/2008 Drake students launch blog during Democratic National Convention internships Drake journalism and politics students recently launched a blog about their internships at the Democratic National
 - upcoming events:** Wednesday, Aug. 27 Farmers' Market offers opportunity for shoppers to get advice on mortgages, health Shoppers at the Drake Neighborhood Farmers' Market will have the opportunity to get advice from mortgage and
- My Calendar:** You have 0 event
- Drake Search:** Web Site Search, Faculty/Staff Dir, Student Dir

To access your email with a web browser click on the 'e-mail' icon. A new browser session will launch at the login screen of the new collaboration suite Webmail page.



Username: is your email login (your old email login will work, but is recommended to use the first.last format)

Password: is your current blueView password

Faculty/Staff:

- first.last – primary/suggested account e-mail address.
- fmlast – old email account will work.

Student: The email address has changed this year.

- first.last - primary/suggested NEW e-mail address.
- fml001 – old email account name will work

Please visit the [Getting Started Guide](#), on the Drake.edu IT home page, to learn more about using the *blueView* collaboration Suite of products.

The *blueView* collaboration suite will continue to go through enhancements and feature changes to make your experience with this product easier and friendlier!