

Outlook WebAccess

User manual

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Outlook Web Access (short OWA) is a technology used by Microsoft, to access an Email-Account over the internet.

The functionality of OWA is very similar to that of a webmail. Over a webmail you usually access private E-Mails, for example on an Email Account of the Internet provider.

With OWA you build up a connection directly to the Exchange-Mail server, through the usage of a web browser and the proven Hypertext Transfer Protocol. Through the browser you get to an interface, which hardly looks any different than the interface of Microsoft Outlook.

Additionally to the Folders "Inbox", "Outbox", "sent messages" and "drafts" you have access to other well known functions of Outlook like the calendar, the tasks or the notes.

Because OWA works directly on the Exchange server, all changes are saved directly in your account.

So the sent messages or unread messages look exactly the same in OWA as they do in Microsoft Outlook.

The connection to OWA happens over following Link:

<https://owa.4net.ch>