

Barre Supervisory Union Email Changeover From Novell To Google! 7/27/2011

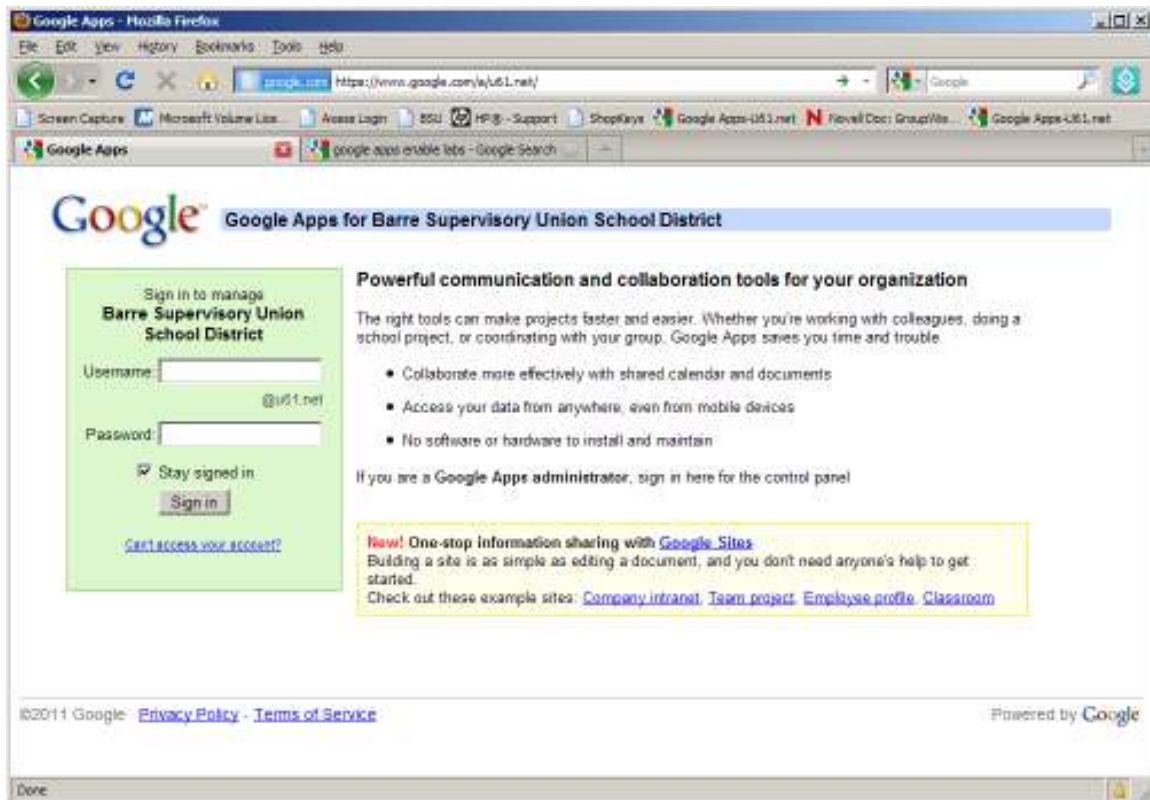
Google Apps email for Barre Supervisory Union

Starting July 27, 2011, Google Apps will be hosting email for Barre Schools. All new mail will be routed there, not to GroupWise.

To login the first time go to this URL:

<https://www.google.com/a/u61.net>

You will see a screen like this:




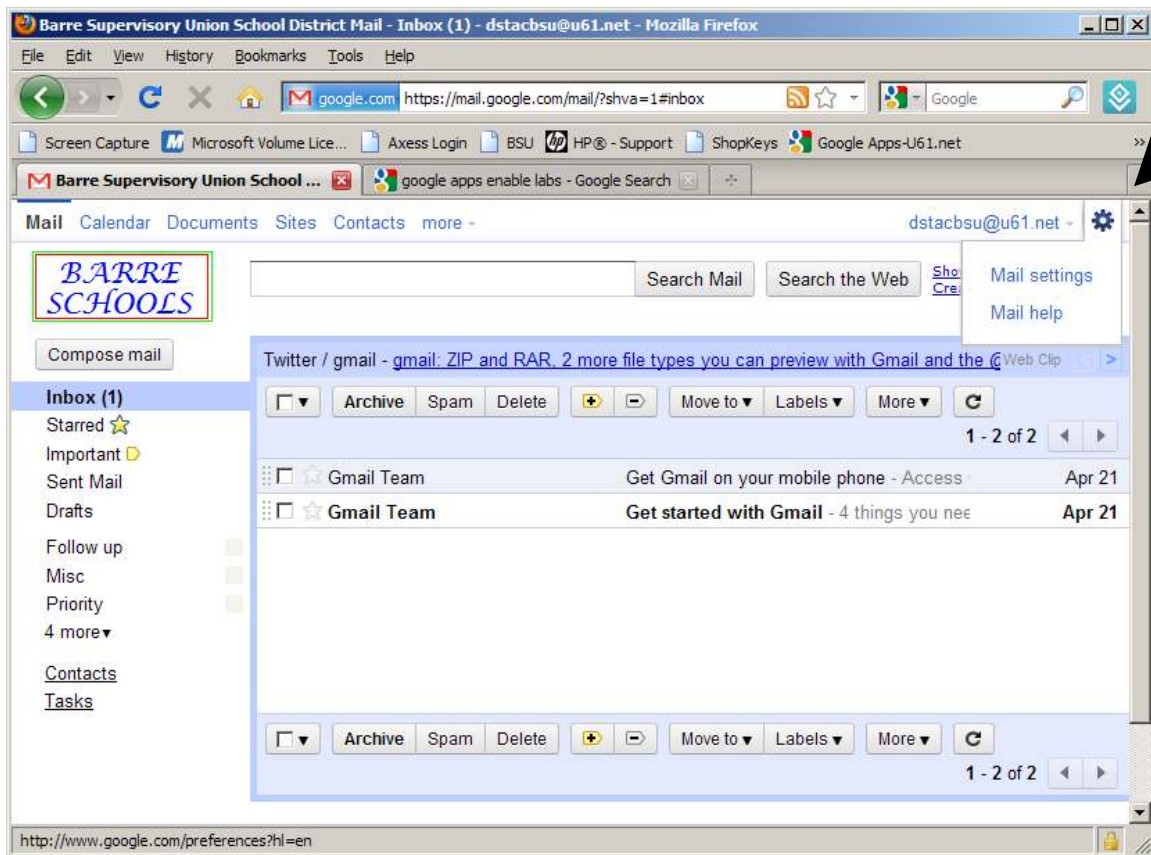
The "Username" is the part of your email address before the "@" sign. Most users will be keeping the same email addresses ending in "@u61.net"

(BTC users will change the “bvt” to “btc” in the username. You have an email nickname for the bvt address so you will not lose any email)

Passwords are 123 followed by your current network password if we had it on file. If this password does not work, please call you’re your main office in your school to have your request forwarded to the appropriate tech support individual on-call until August 22nd after which you should call the help line at: 479-6901 to have your password reset. Once logged in you can change your password if desired.

The first time you log in, you'll be asked to take a moment to set up your account. Basically this involves reading and agreeing to Google’s terms of service. Scroll to the bottom of the screen and click Agree.

Once logged in, find Google Help for the App you’re in by clicking on the “Options/settings” icon  in the upper right hand corner of the web page—see screen shot below.



If you use Google Chrome as a web browser (like Firefox and Internet Explorer) it will allow you to install a small App that will place 3 icons on your desktop: Mail, Calendar and Docs. These three icons will make your use of these three products seamless and painless.

[Click here for Chrome](#)

Once installed click on the link below to install the 3 desktop icons:

[Click here for 3 Icon App](#)

Other links of interest:

[Click here for configuring mobile phones](#)

[Click for more detailed learning tutorials and videos, go to the Google Online Learning Center](#)

[Click here for some tips from another organization that moved email from GroupWise](#)