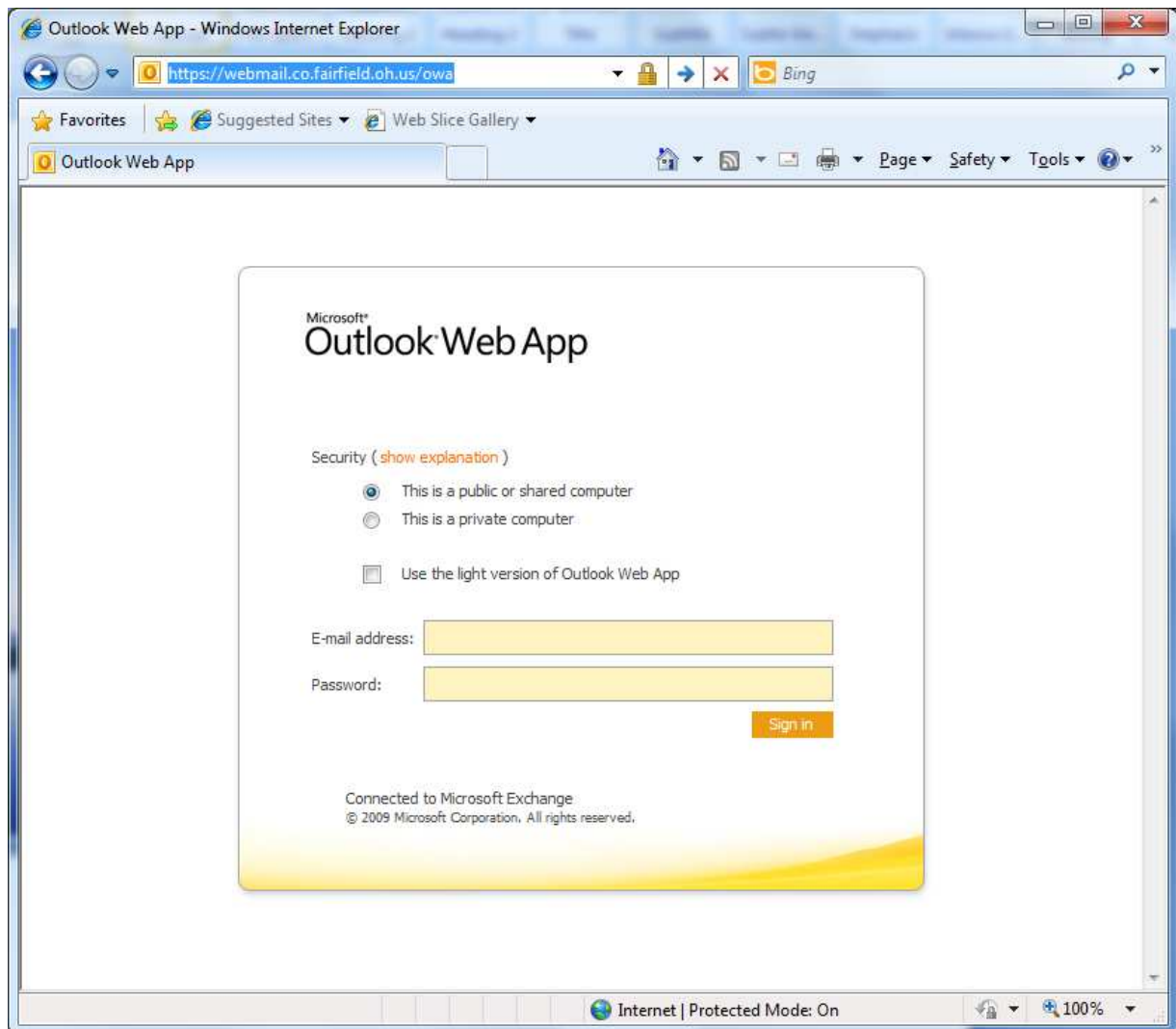


Fairfield County e-mail access via the Internet

To check your e-mail from home or any PC that has access to the internet, enter:

<https://webmail.co.fairfield.oh.us/owa>

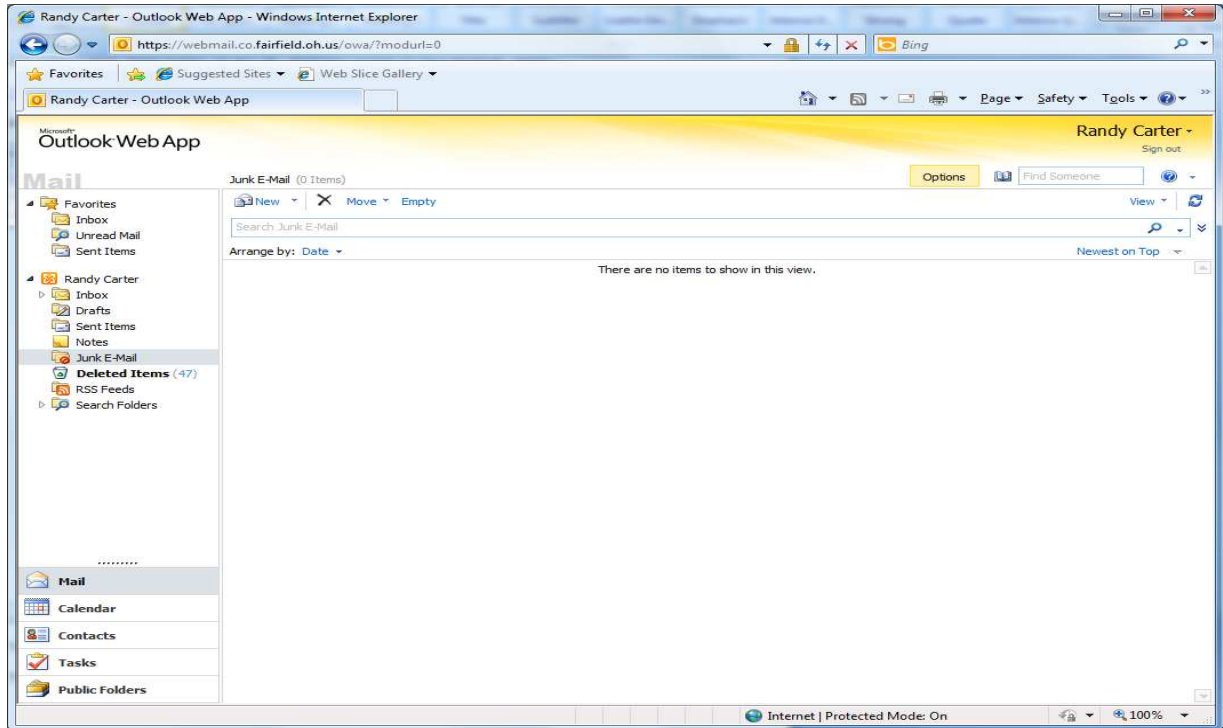
A screen similar to the following will appear:



Enter your full primary e-mail address (for example: rcarter@co.fairfield.oh.us)

Enter the password for your FAIRFIELD account. This is the same password you use when turning on your PC at work.

You will see all of the items just like you would at your desktop computer. (Inbox, calendar, tasks, etc.) see below:



If you click on options at the top of the screen, it gives you the ability to set an out of office auto reply. It is labeled 'Tell people you're on vacation' (see screen below).

Account - Outlook Web App - Windows Internet Explorer

https://webmail.co.fairfield.oh.us/ecp/?rfr=owa

Account - Outlook Web App

Microsoft
Outlook Web App

Randy Carter
Sign out

My Mail

Account

- Organize E-Mail
- Groups
- Settings
- Phone
- Block or Allow

Account Information - Randy Carter

General

Display name: Randy Carter
E-mail address: rcarter@co.fairfield.oh.us

Contact Numbers

Work phone:
Mobile phone:

Edit

Heading out?

Tell people you're on vacation

Shortcuts to other things you can do

- Forward your mail using Inbox rules
- Connect Outlook to this account
- Change your password

© 2009 Microsoft

Done Internet | Protected Mode: On 100%