

Student Email Account Guideline

1

Student can access the newly created email account by going to <http://mail.live.com>

Type NewStudentID@students.adu.ac.ae

Password [adu2011](#) then [sign in](#) (Please change the password after login in for the first time)

Windows Live
Hotmail

Powerful Microsoft technology helps fight spam and improve security.
Get all your e-mail accounts, calendars, and contacts in one place - even if you use other e-mail services.
New! Chat from your inbox, see what's new with friends, and get 5 GB storage that grows when you need it.
[Learn more](#)

Don't have a Windows Live ID? [Sign up](#)

One Windows Live ID gets you into Hotmail, Messenger, Xbox LIVE — and other Microsoft services.

sign in

Windows Live ID:

Password:

[Forgot your password?](#)

Remember me
 Remember my password

[Sign in](#)

Not your computer?
[Get a single use code to sign in with](#)

2

First time access to the account, student needs to provide account information

Change the password from [adu2011](#) to your [personalize password](#) then submit

Provide account information

Before you can sign in to Windows Live, you need to create a new password. We recommend creating a strong password to help protect your information. [Learn about Windows Live privacy](#)

*Required fields

Verify your information

Windows Live ID:
[Sign in with another Windows Live ID](#)

*Password:
[Forgot your password?](#)

Change your password

Type new password:

Six-character minimum; case sensitive.

Password strength:

*Retype your password:

Make my password expire every 72 days

[Submit](#) [Cancel](#)

3

Next will show the newly created email account (**Outlook Web Application**)

Note: Any official emails from the university will be sent to this email account and any emails received from the student will have to come from this email account

Microsoft Outlook Web App

Mail

Favorites

- Inbox
- Unread Mail
- Sent Items

Inbox

- Drafts
- Sent Items
- Notes
- Junk E-Mail
- Deleted Items
- Search Folders

Contact List

- Other Contacts
- No contacts in this group
- Add contact...

Inbox (0 Items)

New X Move Filter View

Search Inbox

Arrange by: Date Newest on Top

There are no items to show in this view.