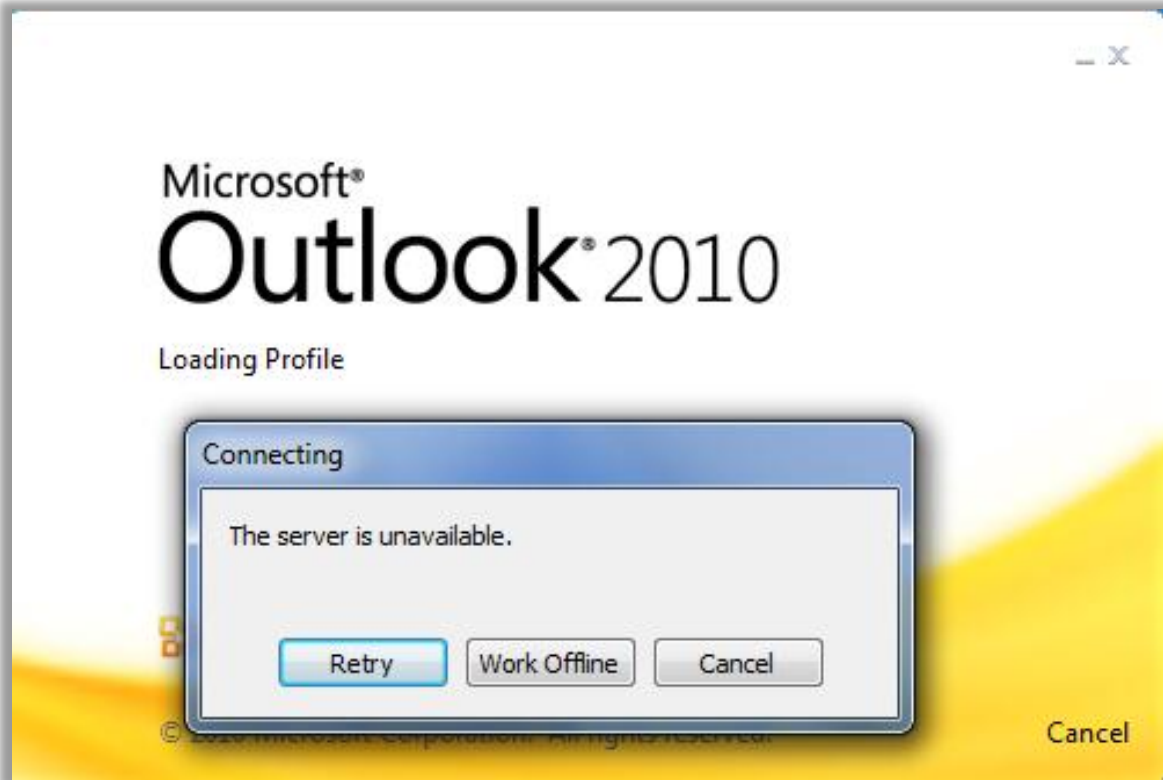## Using Outlook at Remote Locations

While Outlook Web App (OWA) is a fine tool, it does have some shortcomings when compared to the full Outlook desktop client. These shortcomings include:

- Inability to use s/mime for enhanced security
- Difficult to work with calendars
- Lack of HTML signature

If you attempt to use Outlook from an offsite location, such as the Somerton Center, you may find that you are unable to connect. The error message will likely say "The server is unavailable":

These connection issues can be remedied by using our Virtual Private Network (VPN)
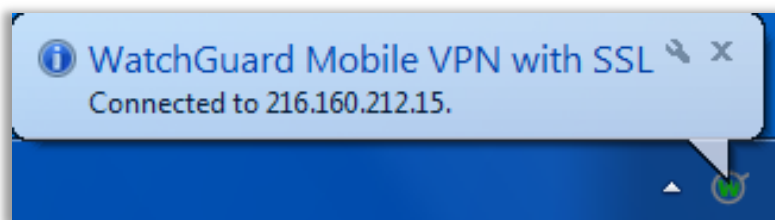
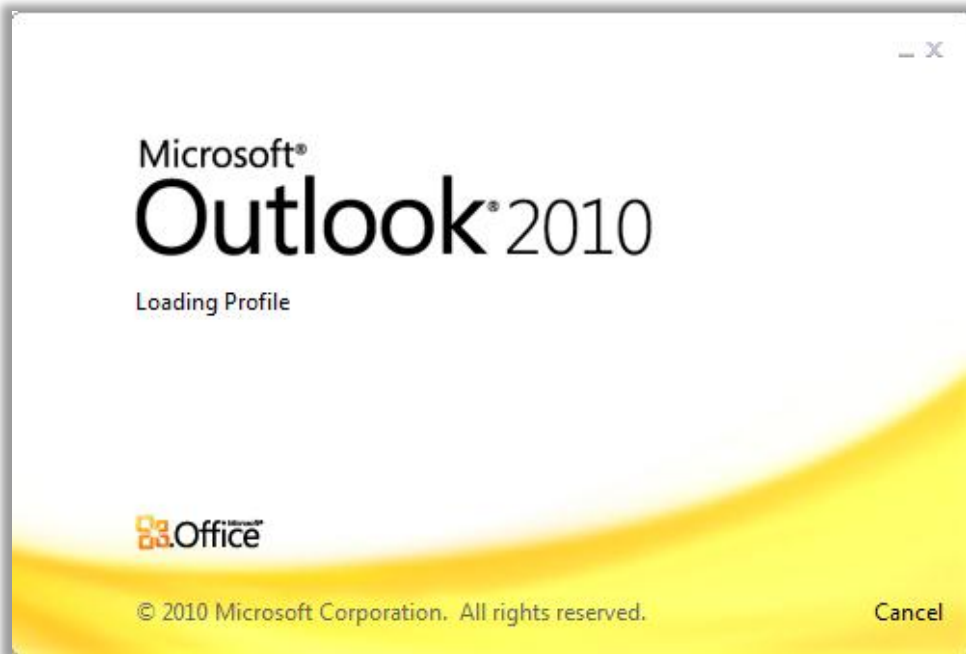Start the VPN Client software, and connect to the YPIC Site
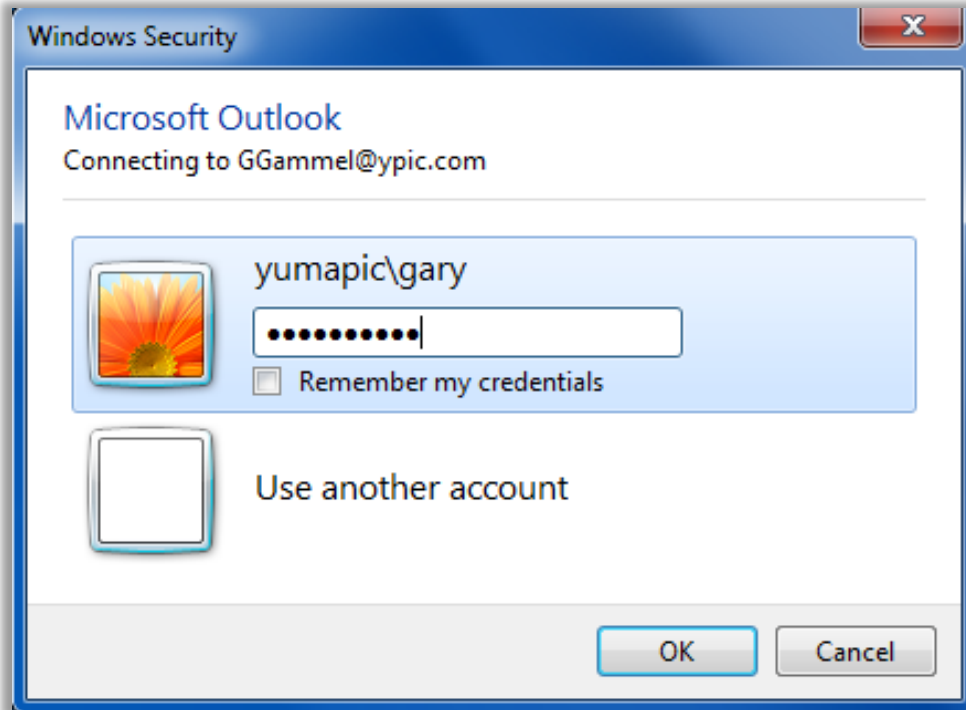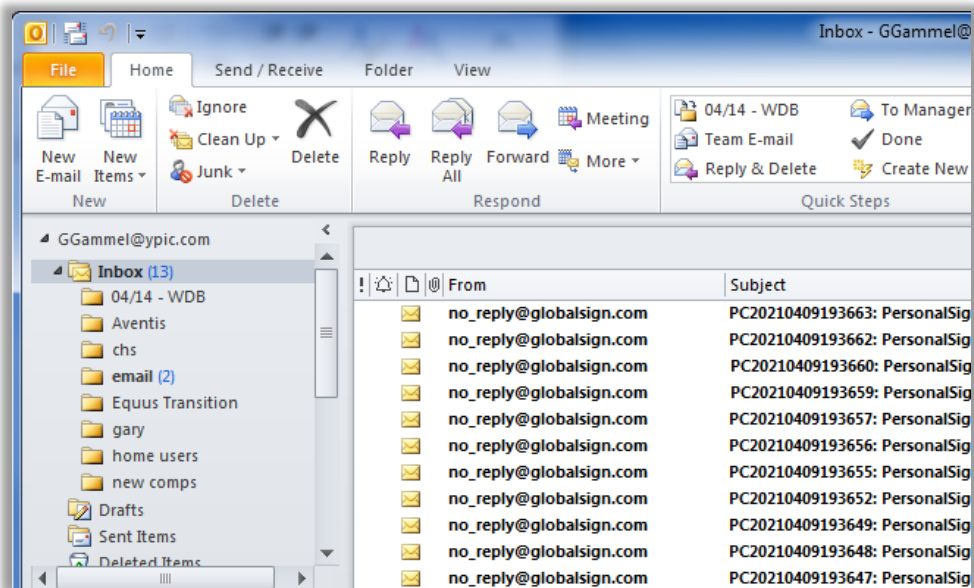

Contacting Server

Connection Successful

Start Outlook

Use your domain credentials to log-in

Your inbox will appear

You can compose email, and even use the Sign/Encrypt options