



Get Ready

We are Moving to Office 365

Access to New Tools Coming
Watch Your PVAMU Email!

We are leaving G Suite & Moving to Office 365



The PVAMU Center for Information Technology Excellence (CITE) team is working diligently to make this transition as smooth as possible. But we need your help!

Over the next few weeks you will be getting regular updates from us. Each week will have a small task to get you ready for the migration, discussing a new feature you will get in the migration, or to prepare you for your first day in the new environment.

What happens next

Within the next few weeks:

- You'll receive instructions to help clean up your files.
- You'll receive instructions on how to set up your mobile device after the move.
- You'll get some quick training on new features.
- You'll get an email when your migration starts.
- When the migration begins, you will lose access temporarily, but all emails will be redirected to your new email system.
- When the migration is complete everything will be moved and will be in the same folder as they were in the source.



What can you do to help?

Watch for another email next week. It'll contain instructions for cleaning up your files. Beyond that, there is no need for direct action on your part. The process is fully automated. Your older files will be safely and securely moved into your new cloud storage!



Visit the O365 migration website for more information during this transition.

Visit our
website

Contact the CITE Helpdesk at x2525 if you have questions

