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helpdesk@nmit.ac.nz - 2021-01-21 - Email

How do I set up my NMIT Email on a Windows Laptop or PC using the basic Mail Client

Your NMIT student Email account is part of the comprehensive Office 365 cloud suite, the same system NMIT staff use. It comes with a 50GB Mailbox, Calendar, Contacts and anti SPAM features, which you can continue to use after you leave NMIT. You can always access it via the Student Hub, within the Current Students pages on the main NMIT Website.

Your personal NMIT email address is in the format: firstname-lastname@nmit.ac.nz

e.g. joe-bloggs@live.nmit.ac.nz

1. Open your Mail app.



2. Click Get started



3. Click Add account



4. Select Exchange

Choose an account

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Dutlook.com Outlook.com, Live.com, Hotmail, MSN



Exchange Exchange, Office 365



Google



Other account POP, IMAP



Advanced setup

5. Enter your NMIT email address then click Next

Exchange

Email address

Firstname-Lastname@live.nmit.ac.nz

Please enter your email address. We'll use it to look for your account settings.

Cancel

Next

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6. Enter your NMIT password when prompted, click Sign in



We'll save this information, so you don't have to sign in every time.

If you're adding a business Exchange account, your network administrator will be able to remotely delete your content and settings from your device.

Cancel	Sign in
curreer	orgin in

7. You will receive a success message and be re-directed to your Inbox

	Search
+ New mail	Inbox
Accounts	Thursday, 16 June 2016
Nmit ITSTemp-5@live.nmit.ac.nz	Warwick Paice Congratulations Congratulations on setting up
Folders	
Inbox	
Drafts 1	
Sent Items	
More	