

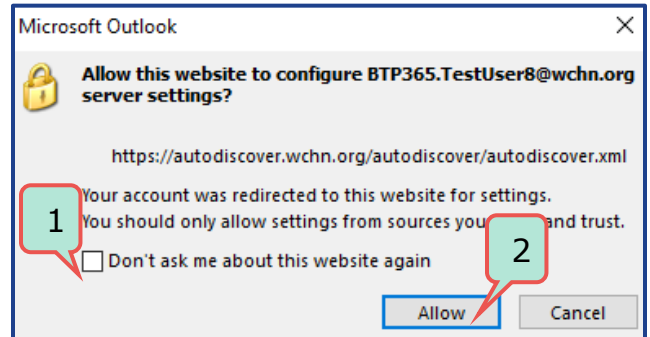
# Outlook 365- Post Migration Log-In

**Target Audience:** All Nuvance Health Employees

Once your mailbox has been migrated to Outlook 365, you will be required to log in using your updated Nuvance Health credentials. You will only be prompted to complete these steps upon logging in the first time.

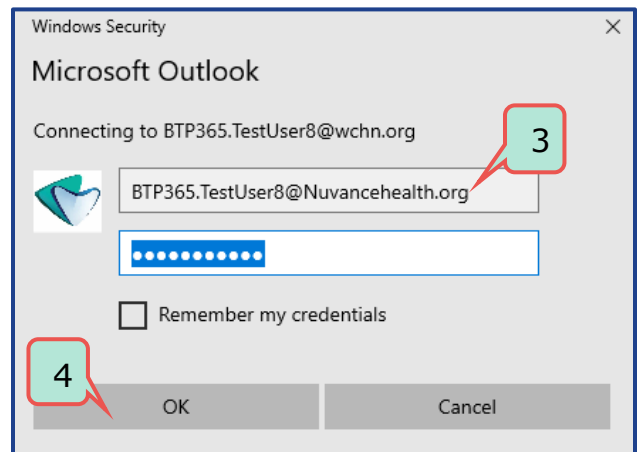
After your mailbox has been migrated, you will receive a Microsoft Outlook prompt on your first log in.

1. Click the **checkbox** next to "Don't ask me about this website again"
2. Click **Allow**



**Microsoft Outlook** security window displays

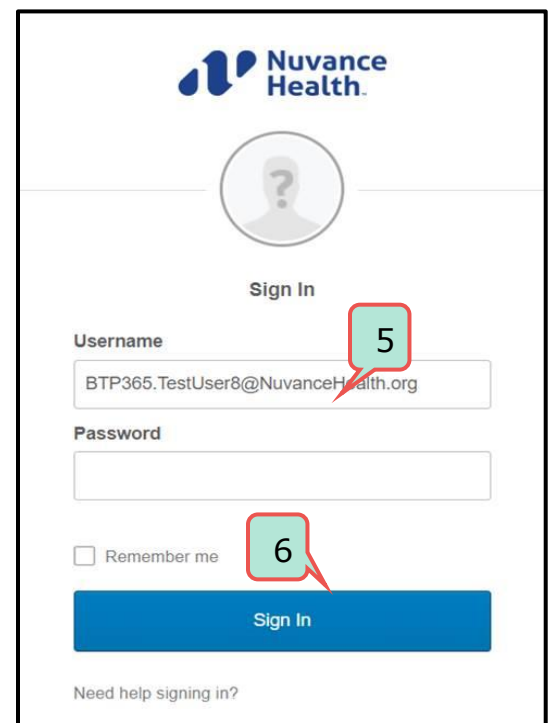
3. Enter your @nuvancehealth.org email address as your **Username** and enter your Nuvance Health **Password**



4. Click **OK**


**Okta** Sign In window displays

5. Enter your Nuvance Health email as your **Username** and enter your **Password**



6. Click **Sign In**

**Outlook 365** is now available for use

 If assistance is required, please call your Customer Service representative