

October 7, 2016

TO: MSU Students and Alumni

FR: IT Central and North Dakota University System Office

RE: Email Consolidation

In the last legislative session new sections were added to the North Dakota Century Code (15-10-44.1) requiring all North Dakota University System institutions to use a common email system and services provided by the NDUS.

15-10-44.1

Each institution and entity under the control of the state board of higher education shall obtain electronic mail, file server administration, database administration, research computing, storage, application server, and hosting services through a delivery system established by the board. The board shall establish policies and guidelines for the delivery of services, including the transition from existing systems to functional consolidation, with consideration given to the creation of efficiencies, cost-savings, and improved quality of service.

The consolidation of student and faculty/staff email to a common email system will improve overall communication within the North Dakota University System. Eight of the 11 NDUS institutions have already consolidated to a single email environment, and the migration of MSU faculty/staff email to this new system was completed over the summer of 2016. We are now preparing to migrate MSU student email accounts (@my.minotstateu.edu).

What are the benefits?

MSU students, faculty and staff will be on the same email platform and will be able to collaborate using Office 365 calendaring, OneDrive for Business, SharePoint, and Skype for Business. MSU students will continue to have access to the same features as current accounts with Office 365 including:

- OneDrive for Business file storage – Cloud storage to easily share files and collaborate on documents with instructors and classmates. Many students have used this in the past but it has not worked correctly with instructors as they were on a different system.
- Skype for Business – chat, video collaboration and presentation sharing.
- SharePoint – share and collaborate resources with students, faculty, and staff members within Minot State and the entire North Dakota University System.

What will change?

Current students:

Migration will begin November 28, 2016, for current students. As accounts are migrated, the following changes will occur:

- Your new **username** will be **NDUS.IDentifer@ndus.edu**
Example: jane.doe@ndus.edu.
- *Your password will continue to be the same as used for Campus Connection and Blackboard.*

- Current email from your @my.minotstateu.edu email account will be copied into your new @ndus.edu email account. No disruption in email service should occur throughout the migration process.
- New messages sent to your @my.minotstateu.edu account will be forwarded to your new @ndus.edu account.
- You will also receive email with our campus domain of username@minotstateu.edu to your NDUS.IDentifer@ndus.edu account. This will be the address that will be shown on your outgoing email messages.
- Contacts and calendar appointments will not be migrated.

Faculty/staff members who also have a student email account:

- Messages from your student email account (@my.minotstateu.edu) will be copied over to your faculty/staff email account.
- Your username and password for your @ndus.edu email account will remain the same.

Current students who also have a student email account with another NDUS institution:

- Messages from your student email account (@my.minotstateu.edu) will be copied over to your @ndus.edu email account.
- Your username and password for your ndus email account will remain the same and your messages from the various institutions will be delivered to the single mailbox.

Former students and alumni:

- Students who have not been enrolled in classes at Minot State University within the 2016-2017 term will not be migrated to the new system, but will have access to their @my.minotstateu.edu email account until July 1, 2018.

We will provide updates and reminders on the migration project in the public information campus announcements and at <https://www.minotstateu.edu/helpdesk>