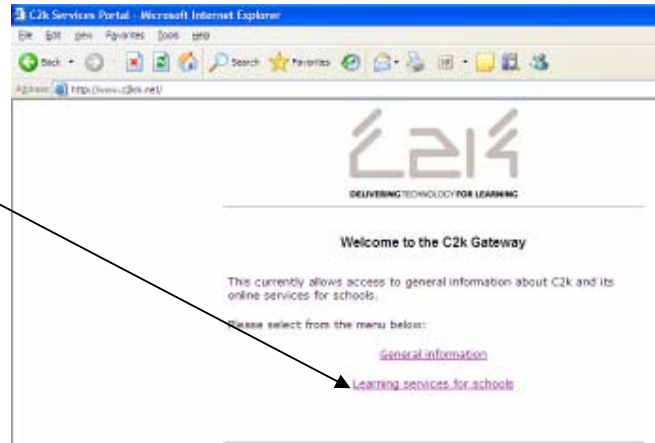


## *External access to OWA email*

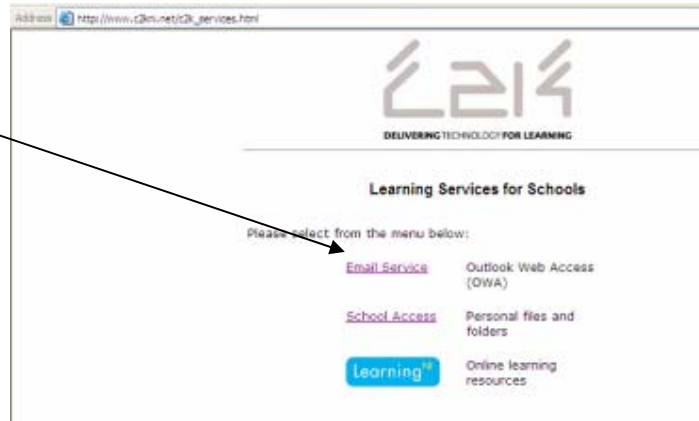
From any PC with an Internet connection e.g. in your local library or at home, connect to the Internet.

Type in [www.c2kni.net](http://www.c2kni.net) address

Click “Learning services for schools”



Click “Email Service”



Enter your C2k Username – using the prefix **school\**  
 eg **school\smith361**  
 (Note use the word **school** rather than your school name)

Enter your C2k **Password**

Click **OK**



**Important note: Please remember to log out of your email service, particularly if accessing from a public Internet connection.**

