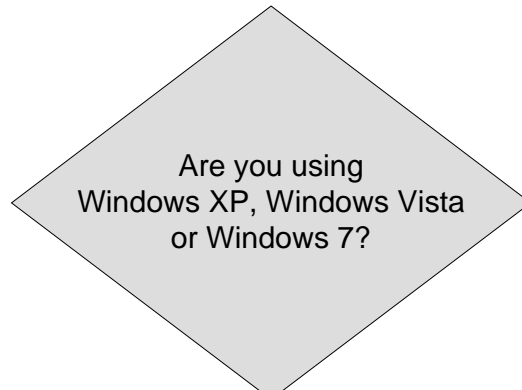


Help – how do I access my college email from home?

To access college email from home, from the www.hillsroad.ac.uk website, click the 'College email web access' link on the left of the Internal access page and follow these instructions:



YES

NO



User name:

type either 'hrsfc\yourusername' (as shown above)
OR
your hrsfc email address 'yourusername@hrsfc.ac.uk'

Password:

In the second line you need to type in your password.

As you are using a Windows version that is earlier than XP you will see a connection box that requires the following three entries:

User name:

type either 'hrsfc\yourusername'
OR
your hrsfc email address 'yourusername@hrsfc.ac.uk'

Password:

In the second line you need to type in your password.

Domain:

In the third line you need to type in 'hrsfc' as the domain