Office 365 Migration: SkyDrive.com Users

As outlined in the email, the College is upgrading from Microsoft Live@Edu to Office365.

There are some important changes for existing users of SkyDrive.com and I encourage you to carefully read through the points below. Should you have any questions following this, please do not hesitate to get in contact with me.

1. All existing files and folders that you keep on [www.SkyDrive.com](http://www.SkyDrive.com) will not be lost and can be accessed as you currently do by logging into [www.SkyDrive.com](http://www.SkyDrive.com).
	1. Please note that this service will become *independent* of StAC control from next week and effectively become a Microsoft supplied service such as Hotmail.com
	2. If a staff or student changes their StAC password it will not change their password at [www.SkyDrive.com](http://www.SkyDrive.com) as they will no longer be synchronised as of Monday.
	3. It is recommended that those staff and students that continue to use [www.SkyDrive.com](http://www.SkyDrive.com) after Monday add a second email address to their profile so that if they forget their password it can be sent to this second email address. StAC ICT support staff will **not** be able to reset passwords at [www.SkyDrive.com](http://www.SkyDrive.com) as of Monday.
2. Staff and Students will now have access to SkyDrive Pro as part of Office365 – this allows them to store files / folders on a SharePoint style hosted site in the Cloud and continue to use Microsoft’s Office WebApps to create/edit documents online through a web browser.
3. Staff and Students wanting to save and store documents online for sharing (such as OneNote or Word documents) are recommended to use SkyDrive Pro from next week on. This will allow College ICT support staff to continue to be able to provide assistance if required (e.g. lost password, synchronisation of content to your local computer etc).
4. StACNet intranet links will be updated to point to the new Office365 email and SkyDrive Pro services online.

For further assistance and help please contact:

ICT HelpDesk: ex.4033

ICT Email: help@stac.school.nz