

---

# Accessing C2k Services Outside School

---

## Accessing School E-mail

- Choose “**Services for schools**”

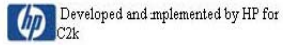
### Welcome to the C2k Gateway

This page provides access to general information about C2k and its school services.

Please select from the menu below:

[General information](#)

[Services for schools](#)



- Click “**Email Services**”

### Learning Services for Schools

Please select from the menu below:

[Email Service](#)

Outlook Web Access (OWA)



Online learning



C2k Exchange For C2k Service news and information sharing

[School Folders](#)

Access to other C2k services

The following screen will appear.

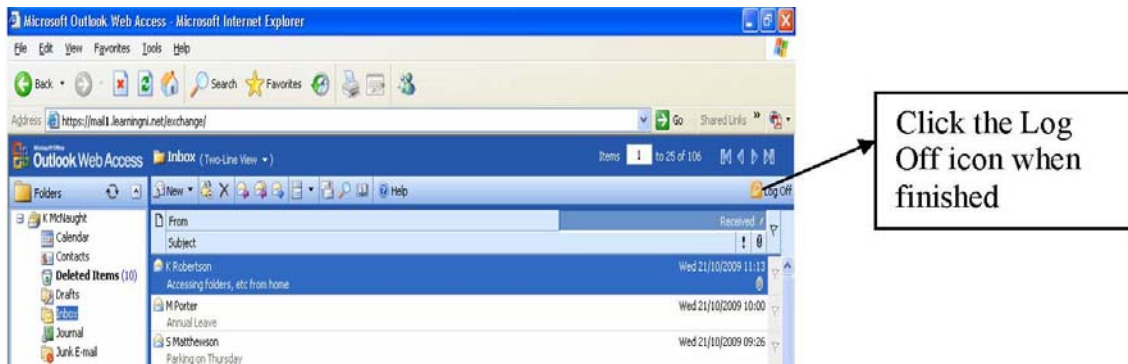
**Enter your C2k Username** (ensure that school\ is input before your username)  
**Enter your C2k Password** (select logon)



Domain\user name: e.g. school\jsmith123:

Password:

You will now be able to view your outlook inbox.



Click the Log Off icon when finished