Make sure you are logged on to the PC you are using with your Employee account.

Cascadia Information Services and Microsoft recommend that you use IE to access your online email, however, Firefox and Chrome also work when accessing your email from on campus.


[2] In User ID, enter your Cascadia email address (yourname@cascadia.edu). When you do that, the screen will change slightly:
The first time you log in, you will get this additional prompt. Please make sure that the correct Language and Time zone are selected before clicking “OK”.

If you have any problems, please contact the Information Services Helpdesk. Reference what documentation you have tried and provide a synopsis of the issue you are having. You can call the Helpdesk at 425-352-8228 (ext. 2-8228) or email at helpdesk@cascadia.edu.