Everyone,

In order to access your email away from your desktop or on a machine at your site without Outlook set up to your account, you will need to access the Webmail server. The following is how you will do this:

1. Go to the web address https://nixhost2.jscloudservices.net:2096/
2. Enter your email address (i.e. matthew.leclere@caofseia.org)
3. Enter your email password

This will open your email in a format that looks similar to gmail or some other web based email program. Important information is sent through this method regularly throughout the school year and during this coming shutdown period.

If you do not know your password, it is essential to respond to this email and I will reset it for you and respond with directions.

Matthew LeClere, Ed.S.
Director Head Start/Early Head Start
Community Action of Southeast Iowa