7 Things to Know
About the new HSC email system
that HSC, UNMH, UNMMG and SRMC
will use in 2014

1. When will I have to transition from GroupWise to the new email system? 
   UNM’s Health Sciences Center (HSC) will move to a new email system beginning in April 2014.

2. What is the new email system called? 
   The new HSC email service is called “HSCLink.”

3. What is different about this new tool? 
   HSCLink will use Microsoft Exchange with the Outlook 2013 desktop email client. We will move completely out of the GroupWise environment, except for instant messaging. You do not have to have Microsoft Office 2013 installed on your computer to use Outlook 2013.

4. Will I have to change my email address? 
   No. All @salud.unm.edu, @unmmg.org and @srmc.unm.edu email addresses will stay the same.

5. This sounds like it could be complicated. How will I know what to do and when? 
   We will notify users individually via email in advance with a date when their email account will be moved to the new system. We will include instructions about anything you personally need to do during the transition.

   We will offer training on Outlook 2013 before we go live, including a comparison of GroupWise and Outlook functions. We will provide one-on-one, classroom and online training, as well as tip sheets.

6. So is this a rollout that will take a lot of time to complete? 
   All users’ mailboxes will be moved at once.

7. What will happen to all of my old email? 
   Archives of older email and calendar entries that you keep on your hard drive or on shared network files will be moved eventually. You will be able to access GroupWise for a while so that you can view your archives until they are moved. Watch for more information about this.