

**COMING SOON**

TO AN  Office NEAR YOU!

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**MONTGOMERY COUNTY GOVERNMENT IS MOVING  
EMAIL TO THE MICROSOFT OFFICE 365 CLOUD!**

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## **What does that mean?**

It means that your County email will soon be moved to Microsoft Office 365, and you will get access to Office 365 web-based apps “in the cloud.”

## **Who is getting the new Office 365 and when?**

All County email accounts (11,000+) will be upgraded to Office 365

Because Microsoft no longer supports Office 2003 or older, anyone currently using these versions will get a new Outlook that opens in their Internet browser (just like Gmail or Yahoo!).

Anyone with Office 2007 or newer will be upgraded to Office 365 and will have the option to continue using Outlook from their current desktop app or use the new Outlook in their Internet browser.

With so many mailboxes, it won't happen all at once! Starting in August, departments will upgrade in groups over the span of a few months.

## **Why do we need the new Office 365?**

The current County email system has reached the end of life and needs to be replaced. Moving to Office 365 will give the County a state-of-the-art email and collaboration platform and provide employees with a modern suite of Office applications.

For more info, visit the [Office 365 Information Website](#)