

## **Email, Tech Tools and You – Useful Links**

### Seminar presentation:

- Slides and demos, with written content, also Zoom video of the presentation – <https://asura.asu.edu/january-2021-email-tech-tools-and-you>. Links are on our Technology menu, and on our Event Reports page for this seminar.

### Email Services

- Microsoft Outlook on the Web – <https://outlook.live.com/owa/>
- Gmail for ASU – get to it from myASU, i.e., <https://webapp4.asu.edu/myasu/>
- Gmail personal account – <https://www.google.com/gmail/about/>
- Cox Webmail (if that is your ISP) - <https://myemail.cox.net>
- CenturyLink (if that is your ISP) - <http://centurylink.net/>

### ASU Outlook to a New Mail Service

- What’s my ASURITE UserID, password? – <https://asura.asu.edu/asurite>
- Free one-month trial of Outlook app - <https://products.office.com/en-us/try>
- Manage your ASU email address - <https://webapp4.asu.edu/epo-web/manageEmail>
- Move to ASU Gmail – in myASU, click on the Service Tab, then under IT Services on Service Catalog. Search on KB0017935. This should find “Migrating Retiring Staff from Exchange to Gmail”.
- Move to MS Outlook on the Web - <https://asura.asu.edu/moving-ms-outlook>
- Move to personal Gmail: <https://asura.asu.edu/moving-personal-gmail>
- Add an account to Outlook app: Google “Add an Email Account to Outlook”.
- Instructions for connecting your account to an email app on your phone or tablet – Google something like “add an email account to Gmail Galaxy S10”. Use your chosen email app and your phone/table model instead of “Gmail Galaxy S10”.

### Technology Tips – LastPass

- LastPass Premium from ASU – <https://lastpass.com/asu> (use @asu.edu address)
- LastPass tutorial e.g. on YouTube – browse “using LastPass on x”, where “x” is your device or browser.
- LastPass methods for recovering your lost master password: browse “methods for recovering your lost LastPass master password”.

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### Technology tips – LastPass Settings Recommendations

- Never use “save my password”, even on your home computer. Not for LastPass and not for any site.
- To get to extension preferences when logged in to Lastpass, click on the Lastpass icon in your browser, choose Account Options-Extension Settings.
- Set Lastpass extension preferences:
  - Log out when all browsers are closed.
  - Log out after 20 minutes of inactivity.
- Set your browser’s security options to delete cookies when the browser is closed (use a Google search to find out how to do this for your browser).
- Choose one or more [methods for recovering your lost master password](#), especially if you are not using a family account.

### Technology tips – Credit Report Freezes

- Freeze or unfreeze Equifax - <https://www.equifax.com/personal/credit-report-services/credit-freeze/>
- Freeze or unfreeze Experian - <https://www.experian.com/freeze/center.html>
- Freeze or unfreeze TransUnion - <https://www.transunion.com/credit-freeze>

### Technology tips – Backups

- Backup services iCloud
- Android, device’s backup settings for Google Drive, or the OneDrive app, or DropSync for Dropbox
- Windows: Acronis True Image, Carbonite Safe Plus

### Browser Extensions

- Get Honey - <https://www.joinhoney.com/>
- Get PriceBlink – <https://www.priceblink.com>
- Get Fakespot – <https://www.fakespot.com/>