

DISCONNECTING MOBILE DEVICES FROM RECEIVING HCC EMAIL

Deactivate smartphones or mobile devices you are no longer using or those which have been lost or stolen. This prevents the device from attempting to continue to connect to the central servers, as well as, protecting HCC data.

1. Log into [Outlook Web App \(OWA\)](#).
2. In the upper right hand corner, click on the gear icon (settings)
3. Click on Options
4. On the left hand side, under options, click on phone.
5. You will be shown a list of mobile devices which you have used to connect to the HCC Exchange Service. To delete any old mobile devices which you no longer need to connect to HCC email, click the trashcan.

