

香港航空青年團

HONG KONG AIR CADET CORPS

Sung Wong Toi Road, Kowloon, Hong Kong
Tel 852 2712 8900 Fax 852 2715 6944

From : ITSU, HQ	To : OC Gps, OC Wgs, OC Sqns, Major Unit OCs
Email : mandel.leung@aircadets.org.hk	Cc : HQ, CO, SO, DCOs
Ref : 202008001	Date : 6 Aug 2020

Official HKACC Email System Switchover **(Major Units and Unit Commanders)**

The Corps has provision its existing email system to Microsoft. The existing email provider contract will expire at end of this month.

1. Microsoft Office 365 adopts the latest e-mail system technology which supports most mobile devices and enables synchronization with other productivity tools such as Note, Calendar and Contacts. Aside from being more powerful and user-friendly, each registered user will be given more space for data storage (tentatively 50GB each) and free access to MS Office online. The new system is expected to bring about more effective and efficient communication among members in the process.
2. The target timetable for the switchover is 22nd August 2020 for the existing HKACC official e-mail account holders. It is expected that all other ranking officers could get their HKACC official e-mail addresses before the end of the year.
3. To this end, ITSU will introduce an Online Application Form for the existing HKACC e-mail accounts holders to update their basic information for a smooth switchover.
4. Since it is not technically feasible for any personalized migration support, the existing e-mail account holders are advised to take necessary steps to backup and manage their existing e-mail data.

Apply Email Account Link: <https://forms.gle/bXRvCCYexQ29goSv8>



Mandel Leung
Flight Lieutenant
OC ITSU