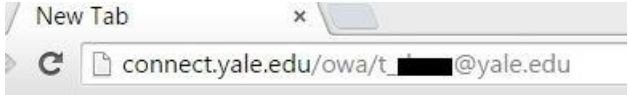

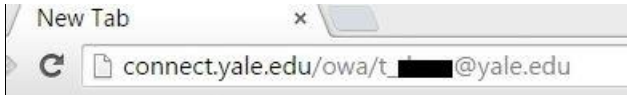
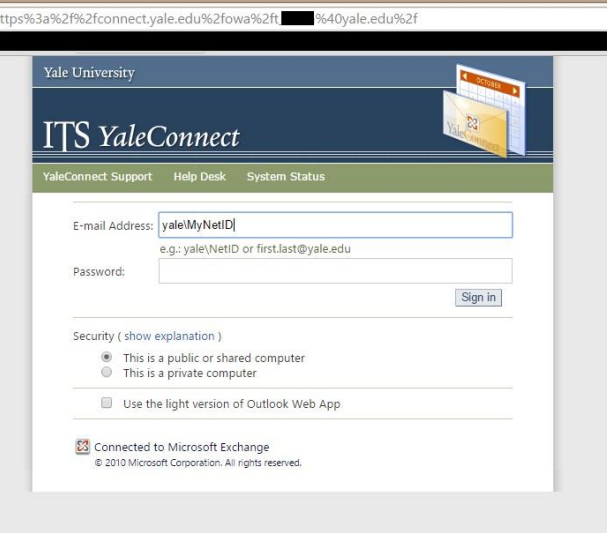
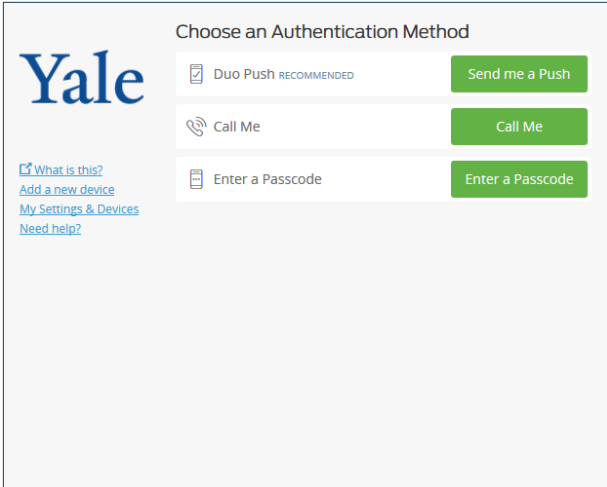


# Instructions for Accessing YaleConnect Shared Mailboxes with Multifactor Authentication

Accessing Shared Mailboxes with YaleConnect will function differently with MFA. If you have a personal YaleConnect mailbox follow these steps to access a shared mailbox with MFA.

Step	Action/Result	Screen Shot
1	Type either your personal mailbox or the shared mailbox address in the initial address bar. Log in with MFA, in either case, you will land in your own mailbox.	
2	To access the shared mailbox after logging in with MFA, select your name on the top right and type in the name of the shared mailbox. This will bring you into your shared mailbox.	

Accessing Shared Mailboxes with YaleConnect will function differently with MFA. If you do not have a personal YaleConnect mailbox but still have permissions to log into a shared resource follow these steps.

1	Type the full shared mailbox address in the address bar.	
2	Log into YaleConnect with MFA.	 

	<p>You will land in your mailbox. Because you do not have a mailbox on YaleConnect, you will get an error screen.</p>	 <p>A mailbox couldn't be found for YALE-NET\t. If th</p> <p>Show details</p>
	<p>Type the address of the shared mailbox in the address bar for a second time and you will be able to access the shared mailbox.</p>	 <p>New Tab x</p> <p>connect.yale.edu/owa/t.@yale.edu</p>