Each of our adjunct instructors is issued a Helena College Outlook email account. This account is our official method of communicating with you. Below is the procedure on how to use our system. If you have concerns, please contact one of the following IT support specialists:

Jeff Block 447-6958 or 439-5058
Rick Odermann 447-6961 or 461-0843
Dave Steele 447-6959 or
Larry Chambers 447-6949 or 437-1390

Using the Computers on Campus
Username: Helena College NetID# Example –HCF012345
Password: The password will be adjunct and the year your account was created. For example an adjunct account created in 2014 will be adjunct14

Accessing Your Helena College email account:
1.) Type in messaging.umt.edu in any Internet Browser.
2.) In the On the Outlook Web App page, enter the requested information in the fields:
User Name: helena\NetID#
For example, an adjunct would enter helena\hcf012345
Password: The password will be adjunct and the year your account was created. For example an adjunct account created in 2014 will be adjunct14

Or (Alternate instructions)
1.) Go to our website: www.umhelena.edu.
2.) Point to Faculty/Staff and select Outlook Web Access from the menu options.
3.) Type in messaging.umt.edu in any Internet Browser.
4.) In the On the Outlook Web App page, enter the requested information in the fields:

Wireless Networks Available
Select the UMH-Guest network from available networks on your computer. A box should pop-up asking for a key, enter umhguest and click connect.

The UMH-Guest Wireless network is internet access only.