

From: Rosen, Lee
Sent: Monday, April 26, 2021 10:26 AM
Cc: White, Gordon
Subject: LCOM Account and Technology after Graduation

Hello 2021s. Here's some valuable information from COMTS for you about the fate of your LCOM technology and your email post-graduation. Please take a look! ~ Lee Rosen

Dear Class of 2021,

We would like to share some important information with you about post-graduation changes to your Larner College of Medicine account (COMID) and LCOM-provided technology.

Shortly after July 1st 2021, you will receive an email with instructions to transition the ownership of your Surface Pro computer from LCOM to you. This largely automated process involves removing LCOM licensed software, migrating your account data, and converting the computer into a personal device. *Please note, there are no changes required for the tablet you received at the end of Foundations.*

Also at this time, your LCOM account will transition to "alumni" status. This is more of an administrative change, as you will retain access to your LCOM email and educational tools (COMET/VIC portal) until July 1, 2022.

As you move to your residency, you may want to redirect email addressed to your @med.uvm.edu account to a new email address. To do so, please follow the instructions below.

1. Log into <https://outlook.office.com> – be sure to use your @med.uvm.edu address.
2. Once logged in, click on the gear icon next to your profile in the upper right-hand corner of the screen
3. In the Search field, type: rules
4. A new window will appear Click on "Add New Rule"
5. Name the rule
6. Select "Apply to all messages" in the condition box
7. Select "Redirect" in the Action box and type in the new address
8. You must click "SAVE" at the bottom of the screen.

All new incoming mail will be redirected to your new email account. Be sure to white-list your @med account to avoid messages being directed to spam.

If you have any additional questions please submit a footprint, or contact our service center directly at (802) 488-5553.

Gordon White

Pronouns: *he/him* ([why?](#))

Director of Enterprise Services and Support

LCOM Support can be reached:

- Submit a Trouble Ticket at: <https://comis.med.uvm.edu/footprints>
- Phone Support, Mon – Fri, 7:30 – 5:00 **802-488-5553**
- Online Resources: https://med.uvm.edu/techservices/comis/remote_toolkit

Lee Rosen, Ph.D. ("he/him")
Interim Associate Dean for Students
Director of Student Well-Being
Assistant Professor, Department of Psychiatry
The Robert Larner, MD, College of Medicine at the University of Vermont
Lee.rosen@med.uvm.edu



The University of Vermont
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Larner College of Medicine
Technology Services