



March 19, 2015

Lync is (Almost) Here

A pilot for Lync, a new unified communications tool for instant messaging; audio chat; and audio, video, and web conferencing, is now underway in IT. Enterprise rollout of Lync is scheduled to occur primarily by Operating Unit, with the entire company slated to be on Lync by the end of April. Get ready now by familiarizing yourself with the [Lync training resources](#) on the Office 365 Portal site. To minimize coexistence scenarios, SameTime will be disabled approximately four weeks after the completion of enterprise rollout of Lync, while WebEx and Verizon audio conferencing are scheduled for gradual phase-out by the third quarter of this year.

OneDrive for Business Coming Soon


Offering 1 terabyte (1TB) of private cloud storage space, [OneDrive for Business](#) will enable you to update, save, and share your work from any browser, making “anytime, anywhere, any device” computing at Edison a reality. You can also sync documents in the cloud to your Edison device(s) when on the SCE network (including through VPN). Use OneDrive for Business for many documents, with the exception of confidential NERC CIP files. OneDrive for Business is scheduled to launch later this month for all users across the enterprise.

Outlook Migration Update



Nearly 16,500 or 99.9 percent of all personal mailboxes have been migrated to Outlook. With practically everyone in the company now on Outlook, coexistence challenges are a thing of the past. The Office 365 team is now focused on completing migration of group/shared mailboxes from Lotus Notes to Outlook. More than 5,000 group/shared mailboxes were assessed, and nearly 1,700 of these group/shared mailbox have been migrated to Outlook to date. Conference Room and Resources are also in the process of being migrated from Lotus Notes to Outlook, and the transition is estimated to be complete by the end of March.

Tips and Tricks: Outlook Email Encryption

If you’re looking to encrypt email to either internal or external recipients, simply select one of several classification tags when composing a new message. These tags include “Do not forward,” “Confidential,” and “NERC CIP Confidential,” and are available under *Options > Permission*.

- Please note if you have a Delegate assigned to your mailbox, he or she will be able to view emails marked as “Confidential” and “NERC CIP Confidential.”
- Encrypted emails in your inbox will be designated with the following symbol: 

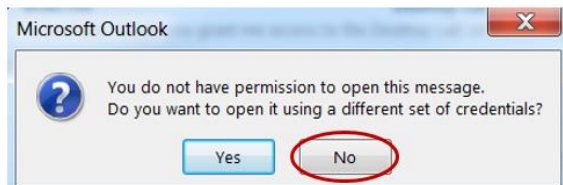
Sample encrypted email

Sanjay Guragain  
Test encrypted email. Please let me know if you have any issues viewing c... Tue 1/13
This message uses Microsoft Information Protection solutions. Open this



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If you receive a prompt (shown below) indicating you do not have permission to open encrypted email, please click “No” and follow this [job aid](#) to modify your account settings.



Additional job aids with more details on how to view and send encrypted emails on Windows 7/8, Windows XP, and iPhone/iPad devices are available in the [Outlook training and resources](#) section of the Office 365 Portal site.

Contact Us

We'd love to hear from you! Please send inquiries or suggestions to O365Comms@sce.com.